

**MINUTES OF THE FINANCE COMMITTEE**  
**Thursday 16<sup>th</sup> July 2015 at 7.00 p.m.**  
**At 1 Church Walk, Holmes Chapel, CW4 7AZ**

<b>1. Attendance</b>	Cllr S Ranger Cllr B Bath Cllr M Blomeley Cllr D Savage Cllr M Street	Mrs NL Clarke – Clerk
<b>2. Apologies</b>	<b>RESOLVED (f15/16/02)</b> to accept the apologies of Cllrs RC Parry and M Ranger	
<b>3. Declarations of Interest</b>	None	
<b>4. Public Forum</b>	None	
<b>5. Minutes</b>	<b>RESOLVED (f15/16/03)</b> to approve the minutes of the Committee meeting held on 9 <sup>th</sup> April 2015 and 21 <sup>st</sup> May 2015	
<b>5. Matters arising</b>	None	
<b>6. Finance Member</b>	<p>The Clerk drew member's attention to Standing Orders which state that no member can be appointed for 3 consecutive years; consequently it is necessary to appoint a new Finance member to replace Cllr Parry.</p> <p><b>RESOLVED (f15/16/04)</b> to appoint Cllr Clowes as Finance Member until 2015/16.</p>	
<b>7. Finance reports/update</b>	<p>The Clerk as RFO informed members accounts had been prepared to the 1st quarter of the financial year. They have balanced and the Bank accounts have been reconciled. Points to consider include:</p> <ul style="list-style-type: none"> <li>• Stamp duty for the HCCC has been lodged with the solicitors (£30k) and it is hoped that this could be waived if Fiona Bruce is successful in lobbying for the PC.</li> <li>• Spend on the HCCC will increase in the next few weeks as refurbishment work is undertaken and the final legal fees are due.</li> <li>• Most spending is in line with their budget headings but there are several with no spend e.g. most utilities and capital projects.</li> <li>• VAT has been claimed for the 1st quarter of £2,839.04</li> </ul> <p><b>External Audit</b> - Notification has been received from the auditor requesting further information on the Asset Register and an intermediate review questionnaire as income went over the £200,000 threshold.</p> <p><b>RESOLVED (f15/16/05)</b> to accept the clerk's report.</p>	

<b>8. Section 137 Expenditure</b>	Members considered an application for a grant for Holmes Chapel Girl Guides for £200 to cover the cost a banner to identify the unit at external events. <b>RESOLVED (f15/16/06)</b> to recommend to full council a donation of £200 to the Girlguiding Holmes Chapel District.
<b>9. Transparency Code</b>	Members considered the Local Government Transparency Code for Parish Councils with a gross annual income or expenditure exceeding £200,000 and noted the additional requirements to comply.
<b>10. Asset Register</b>	Members noted amendments to the Asset Register. <b>RESOLVED (f15/16/07)</b> to recommend to full council the Asset Register for 2015-16 with amendments.
<b>11. Review of Financial Calendar</b>	The clerk detailed action taken on items listed in the Financial Calendar as follows: <ul style="list-style-type: none"> <li>• Bank statements have been received each month in the quarter;</li> <li>• Accounts have been reconciled each month;</li> <li>• All PAYE and NI formalities were completed and the payment for the first quarter has been made;</li> <li>• Office rent for the first quarter has been paid;</li> <li>• salaries will be reviewed at the next meeting when details of the pay award have been received by NALC.</li> </ul>
<b>12. Future Agenda Items</b>	<ol style="list-style-type: none"> <li>1. the banking arrangements with a view to making a recommendation to the next Finance Committee on alternative methods.</li> <li>2. salaries – to be reviewed at the next meeting</li> <li>3. budgets</li> <li>4 HCCC membership</li> </ol>
<b>13. Chairman’s and Clerk’s Reports.</b>	<ol style="list-style-type: none"> <li>1. The Clerk informed members of a local campaign to oppose the new planning application for 214 houses off London Road. The Council will make their view at the next formally scheduled meeting on 13<sup>th</sup> August 2015.</li> <li>2. A working party has been set up to explore the feasibility of a swimming pool.</li> <li>3. The Chairman thanked Cllr M Street for his hard work on the Elm Drive project</li> </ol>
<b>Meeting closed at 8.00p.m.</b>	
These minutes will be submitted for approval at the next meeting scheduled for 22 <sup>nd</sup> October 2015 Until approved they are draft minutes.	

Signed as Chairman of the Committee as a true and accurate record:

.....Date.....

