

MEETING OF THE FINANCE & GENERAL PURPOSE COMMITTEE

Monday 28th October 2019 at 7:30pm

The Parish Office, Old School Building, Main Street

Present: Cllr P Hyde (Chair) J Johnson (Vice-Chair) L King, N Orders and R Ringham

In attendance: J Sherrin (Clerk)

MINUTES

- 19/142** **Apologies for absence** – Cllr J Richardson (Holiday)
- 19/143** **Declaration of interests for items on the agenda** - None
- 19/144** **Minutes of the previous meeting** - held on September 10th 2019 approved as a true record and duly signed by the Chair
- 19/145** **Financial Performance** – Half-yearly accounts, April – September 2019 received and noted.
- 19/146** **Risk Assessment**
i) Review of Risk Assessment process. Existing process reviewed and SLCC and NALC processes presented. Clerk to propose new scheme to be reviewed by Risk Assessment Panel. To be completed within this Council year.
ii) Internal Audit – To be arranged following completion of new process.
- 19/147** **Asset Register** – Updates to assets register noted.
- 19/148** **Insurance** – Quote for annual insurance noted - Year 2 of 3-year agreement.
- 19/149** **Banking** - Service from current provider reviewed. Agreed unanimously to continue with the current provider and highlight any future issues which arise.
- 19/150** **Room Hire** – Proposed for a 50% non-refundable deposit to be applied to all short-term room hire. To be approved at Full Council.
- 19/151** **Budget planning 2020-21** – Clerk to work on initial budget and present to Cllrs P Hyde and J Johnson week commencing 2nd December for detailed analysis. Draft budget to be prepared for next F&GP committee meeting on 16th December. Approval of final budget required at January Full Council meeting on 14th January 2020.
- 19/152** **Information update** – Noted a meeting will be taking place with the Bowls Club on 30th October regarding the licence for the Bowls Pavilion. Cllr R Ringham to discuss with J Jackson, Severn Trent Water.
- 19/153** **Date of next meeting** – Monday 16th December 2019 at 6:00pm (note change of time)

Signed: _____
Chair of F&GP Committee

Date: _____