



Stratfield Mortimer Parish Council

Minutes of the Finance and General Purposes Committee Meeting

held on Monday 5th February 2018 @ 7:00 pm

at The Parish Council Office, 27 Victoria Road, Mortimer. RG7 3SH

Present:

Councillors: Cllr. P. Wingfield (Chairman), Cllr. J. Bull, Cllr. M. Dennett, Cllr. D. Ives, Cllr. T. Reade, Cllr. A. Richardson.

Clerk: Lynn Hannawin – Deputy Parish Clerk

Public/Press: No members of the public and no members of the press present.

18/09	Public Questions: None	
18/10	To receive any apologies for absence: None	
18/11	To receive any declarations of interest and dispensations: None	
18/12	To receive and approve the Financial Accounts for November 2017 and December 2017 for presentation to Full Council on 8th February 2018: The Financial Accounts for November were received and approved in the Finance and General Purposes meeting on the 8 th January 2018 but were not taken to Full Council. The Financial Accounts for December were not available due to illness.	
18/13	To receive an update on confirmation of precept application: Verbal confirmation has been received that the precept application has been submitted as per the required schedule.	
18/14	To receive an update on progress on spend in 2017/2018: Each Chairman gave an update on their likely spend and it was clear that there would be a relatively large shortfall which will need to be dealt with at the year end. It was agreed that each committee should have a standing item on their agenda dealing with its spend for the year.	Deputy Clerk
18/15	To receive and consider "Appointment of Deputy Proper Officer, Deputy Responsible Financial Officer and associated delegations of authority" for presentation to Full Council on 8th February 2018: This resolution was AGREED .	
18/16	To receive and consider the 2017/2018 audit engagement, scope and fee for presentation to Full Council on 8th February 2018: This resolution was AGREED .	
18/17	To receive and consider the Internal Audit Interim Report for the year ended 31 March 2018, for presentation to Full Council on 8th February 2018: The interim report was considered, and the advice was noted and will be acted upon. It was AGREED 1) to invoice the tennis courts 2) to collect tennis court money from Budgens on a weekly basis 3) to organise and write down a process for checking the bank reconciliation.	Deputy Clerk TR
18/18	To review VAT treatment of SMPC income for presentation to Full	

	<p>Council on 8th February 2018:</p> <p>This does not need to go to Full Council. It was AGREED to wait for the return of the Clerk before proceeding any further. If the Clerk remains absent, then this will be reviewed at the next Finance and General Purposes meeting.</p>	<p>Deputy Clerk</p>
18/19	<p>To receive and consider financial support for Handybus for presentation to Full Council on 8th February 2018:</p> <p>The report was considered, and it was AGREED to recommend to Full Council that a conditional grant be given to Handybus for 2018/19.</p>	<p>AR</p>
18/20	<p>Matters arising for Information only:</p> <p>None</p>	
18/21	<p>Matters for communication:</p> <p>None</p>	

The meeting closed at 8.10pm.