



Stratfield Mortimer Parish Council

Minutes of the Finance and General Purposes Committee Meeting

held on Tuesday 6th June 2017 @ 7:00 pm

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

Present:

Councillors: Cllr. J. Earl (Chairman), Cllr. J. Bull, Cllr. A. Butcher, Cllr. D. Ives, Cllr. N. Kiley, Cllr. P. Wingfield.

Clerk: Haydn Selwyn-Jones – Parish Clerk

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

Part I		
17/01	Public Questions None	
17/02	To receive any apologies for absence Apologies were received from Cllr. M. Dennett, Cllr. A. Richardson.	
17/03	To receive any declarations of interest and dispensations None	
17/04	To receive and approve the April 2017 Accounts for presentation to Full Council on Thursday 8th June 2017 Not completed due to delay in being able to complete the 2016-2017 year end procedures on the A/C's application.	
17/05	To receive and approve Asset Register for presentation to Full Council on Thursday 8th June 2017 The Asset Register was received and APPROVED for presentation before Full Council on the 8 th June 2017. Cllr. A. Butcher was requested to investigate the consideration of the Tennis Courts as an Asset on the Register.	
17/06	To receive and note Bank Reconciliation report from Cllr. J. Bull Cllr. J. Bull provided a verbal report that he had inspected and confirmed the Bank Reconciliations in full accordance with the Financial Regulations, which was received and noted.	
17/07	To receive and note a summary of payments made with authorisation of Chairman or Vice-Chairman for presentation to Full Council on Thursday 8th June 2017 Received and noted.	
17/08	To receive and approve list of payments made by variable direct debit for approval by Full Council on Thursday 8th June 2017 This was received and noted subject to the Clerk confirming that the name listed for Suez was correct.	
17/09	Exclusion of Press and Public It was AGREED unanimously to exclude members of the public and press from the meeting at Part II, Items 17/10 and 17/11 on the Agenda due to the confidential nature of the information being discussed.	
Part II		
17/10	Financial Report:	

	<p>Cllr. P. Wingfield raised the significant underspend against budget for the year 2016-2017, which had resulted in a significant automatic movement of funds into the General Reserve.</p> <p>This was discussed and the reasons were explained and it was decided to circulate to the Committee Chairmen their 2017-2018 budgets to ensure that spending plans were in place to ensure that the budget funds were fully spent to prevent such underspend happening again.</p> <p>It was also noted that other un-budgeted projects could also be considered for virement funding from General Reserves if the necessary criteria were met.</p> <p>It was also noted that instead of fixing the other reserves at the time the next year budgets are being fixed, they should be considered and finally agreed at the March F&GP meeting for agreement at the March Full Council meeting so that General Reserves are maintained at an appropriate level.</p> <p>Following this discussion, the Year End Financial Report from the Clerk for year ending 30th March 2017 was received and noted for presentation for approval by Full Council.</p>	
<p>17/11</p>	<p>Annual Return: The draft Annual Return was received and APPROVED unanimously for presentation for approval by Full Council.</p>	

The meeting closed at 8:15 pm.