



Minutes of the meeting of the Finance Committee of Ketley Parish Council held on Thursday 29 June 2017 at 10.00 am at Ketley Community Centre

PRESENT:

Councillor Maggie Evans (Chairman)
Councillor Anil Saini
Councillor Dave Elliott

Councillor Joy Francis
Councillor Amrik Jhawar

In Attendance: Phil Griffiths, Parish Clerk

F17/1528 WELCOME

The Chairman welcomed all members to the meeting.

F17/1529 APOLOGIES FOR ABSENCE

Councillor Laura Hodgkinson (Family Commitment)

F17/1530 DECLARATIONS OF PECUNIARY INTERESTS

None.

F17/1531 APPROVAL OF MINUTES OF FINANCE COMMITTEE HELD ON 25 MAY 2017

RESOLUTION: The minutes of the Finance Committee held on 25 May 2017 were proposed as an accurate record by Cllr Jhawar, seconded by Cllr Francis and unanimously approved by the Finance Committee.

F17/1532 MONTHLY BANK RECONCILIATION

The Clerk reported that as at 31 May 2017 the Parish council bank statements were as follows:

National Savings	£41,159.35
Co-op current account	<u>£ 79,203.12</u>
Total	<u>£120,362.47</u>

There were currently £16,474.600 worth of unrepresented cheques, leaving a balance of £103,887.87

F17/1533 ORDERS FOR THE PAYMENT OF MONEY.

Acceptance of the Orders for the Payment of Money was proposed by Cllr Evans, seconded by Cllr Saini, signed and accepted as follows:

RESOLVED that the payments listed below should be authorised in accordance with the Parish Council Standing Orders

Cheque No.	Supplier	Description	Cost Code	Net	VAT	Total
301330	Clerks Salary	June	1/1	£ 1,462.28		£ 1,462.28
301330	Clerks Expenses	Purchase of leaving gifts for staff	1/8	£ 71.64	£ 14.33	£ 85.97
301331	Assistant to Clerks salary	June	6/608	£ 896.70		£ 896.70
301332	Facilities Officer salary	June	6/608	£ 892.44		£ 892.44
301333	Cleaner salary	June	6/608	£ 452.15		£ 452.15
301334	Shropshire County Pension Fund	June Pensions	6/621	£ 102.62		£ 102.62
301335	HM Revenue & Customs	June Centre Tax & NI	6/620	£ 815.79		£ 815.79
301336	Telford & Wrekin Council	Rent Youth Centre June	6/602	£ 83.33	£ 16.67	£ 100.00
301337	West Mercia Energy inv 1388624	Electricity Community Centre	6/607	£ 22.26	£ 1.11	£ 23.37
301337	West Mercia Energy inv 1389571	Electricity Community Centre	6/607	£ 94.70	£ 4.74	£ 99.44
301337	West Mercia Energy inv 1389577	Electricity Community Centre	6/607	£ 236.68	£ 47.34	£ 284.02
301337	West Mercia Energy inv 1392799	Electricity Community Centre	6/607	£ 22.95	£ 1.15	£ 24.10
301337	West Mercia Energy inv 1392913	Electricity Community Centre	6/607	£ 100.64	£ 5.03	£ 105.67
301337	West Mercia Energy Inv 1392895	Electricity Community Centre	6/607	£ 256.74	£ 51.35	£ 308.09
301338	West Mercia Supplies inv b751049	Office Stationery	1/8	£ 33.60	£ -	£ 33.60
301339	The Clean Machine Direct inv 042146	Cleaning Supplies	6/605	£ 46.18	£ 9.24	£ 55.42
301339	The Clean Machine Direct inv 041822	Cleaning Supplies	6/605	£ 97.83	£ 19.57	£ 117.40
301340	Npower inv 79728692350	Electricity Garden of Rest 18 march-29 may	10/216	£ 71.59	£ 3.58	£ 75.17
301340	Npower inv 79728692350	Electricity Garden of Rest 24 feb -17 march	10/216	£ 16.83	£ 0.84	£ 17.67
301341	Zurich Municipal	Annual insurance	1/11	£ 3,645.33	£ 437.43	£ 4,082.76
301342	FCC Environmental inv 1265964	GOR Waste collection July-September	10/214	£ 233.87	£ 46.77	£ 280.64
301342	FCC Environmental inv 1265963	Centre Waste collection July-September	6/612	£ 233.87	£ 46.77	£ 280.64
301343	Eon inv 112712	Streetlight Maintenance contract	2/33	£ 2,922.87	£ 584.57	£ 3,507.44
301343	Eon inv 112741	Pole Replacement as agreed with A Hinks	2/31	£ 596.00	£ 119.20	£ 715.20

301344	SDT Electrical Contractors	Replacement socket/light repairs	6/609	£ 215.00	£ 43.00	£ 258.00
301345	Churches Fire Security Ltd	Fire alarm/emergency light service	6/609	£ 404.80	£ 80.96	£ 485.76
301346	Denmans Electrical	Fluorescent tubes/starters	6/609	£ 52.26	£ 10.45	£ 62.71
301347	SDH Accounting	Internal Audit Fee	1/9	£ 544.20		£ 544.20
301348	S Ward	Final pay to 9 June and redundancy payment	6/608	£ 2,080.40		£ 2,080.40
301349	A Linton	Final pay to 13 June	6/608	£ 539.64		£ 539.64
301350	TCAT	IT Support June	1/14	£ 330.00	£ 66.00	£ 396.00
TOTAL				£ 17,245.19	£ 1,544.10	£ 19,185.29

F17/1534 OVERVIEW OF BUDGET

In the first two months of the financial year, the Clerk told councillors that information for projections for individual budget heads 2017/18 was somewhat limited but that the overall projection for the financial year was sound. More meaningful projections would be available at future meetings.

F17/1535 EXPENDITURE RECOMMENDED FOR CONSIDERATION BY COUNCIL

The Clerk reported that 2 quotations had been acquired for resurfacing the Centre Car Park alongside the front of the building as the surface was now badly rutted. Councillors asked that a further quotation be obtained to ensure the Parish was obtaining best value on this work.

F17/1536 INFORMATION ITEMS

Councillor Elliott asked that any insurance costs be included in calculations for the review of rental charges for the former Youth Centre. The Clerk agreed to check the council's policy regarding cover for this building. Councillor Elliott enquired as to how many more streetlights required upgrading, the Clerk agreed to contact the provider for this information.

F17/1537 FUTURE AGENDA ITEMS

Room Hire Charges Review

F17/1538 TO CONFIRM THE DATE OF FUTURE MEETINGS

Thursday 27 July, 2017 at 10.00 am at Ketley Community Centre.

The meeting ended at 10.40 am

SignedDate: 27 July 2017
Chairman of Ketley Parish Council Finance Committee