



ALDERLEY EDGE PARISH COUNCIL

Minutes of the Finance Committee held on Monday 9th July 2012

Present: Cllr J Bergin (Chairman), Cllrs M W Maczkowiak, M J Connor
M D Lloyd, S Joseph, F Keegan

In attendance: Hall Manager
5 members of the public

Meeting

Commenced: 9:05pm

1. Apologies for absence.

Cllr N Schofield, DG Herald and MH Williamson

2. To receive disclosures of personal and prejudicial interests from councillors on matters to be considered at the meeting.

None.

3. Minutes of the meeting held on 16th April 2012.

Approval proposed by Councillor JD Bergin, seconded by Councillor F Keegan and carried (at the Parish Council meeting of 14th May 2012 – point 7 on page C5).

4. Cllr Connor to report on Jubilee expenditure.

Councillor MJ Connor gave a breakdown of the Diamond Jubilee expenditure. The main costs were table and chair hire, entertainment, toilets and jubilee coins. The Parish Council felt that the overspend of £1315.01 on the budget was entirely justified and agreed that the event was a great success. It was also agreed that the anticipated Highways expenditure would be a Parish Council cost.

Councillor S Joseph reported that coins were given to all school age children who live and go to school in Alderley Edge. The coins were very well received.

There was a formal vote of thanks to Cllr MJ Connor for all her hard work.

5. Matters arising.

None.

6. Recommendations for expenditure.

a) To retrospectively approve the following items:	£
Kings Chambers	1250.00
Northenden Diamond Travel	162.70
Pannone – legal costs for the Festival Hall	1100.00

Approval proposed by Councillor F Keegan, seconded by Councillor MD Lloyd and carried.

b) To consider any other recommendations/requests.

To approve retrospectively expenditure incurred over and above the 1315.01

Diamond Jubilee budget.

Approval proposed by Councillor S Joseph, seconded by Councillor F Keegan and carried.

To purchase a non-endorsable speed gun at approximate cost of 250.00

Approval proposed by Councillor MD Lloyd, seconded by Councillor F Keegan and carried

7. To approve the Schedule of Items Paid.

Approval proposed by Councillor F Keegan, seconded by Councillor S Joseph and carried

8. To approve the Statement of Accounts.

Approval proposed by Councillor F Keegan, seconded by Councillor MD Lloyd and carried

9. To approve the Summary of Operations for the Festival Hall.

Approval proposed by Councillor MW Maczkowiak, seconded by Councillor MJ Connor and carried

The Parish Council would like a more detailed analysis of the performance of the Festival Hall. The Hall Manager is to provide a Profit and Loss sheet, Balance Sheet and Cash Reconciliation for the next Finance meeting.

10. To consider the ongoing appointment of JDH Business Services Ltd as the Parish Council's Internal Auditor.

Approval proposed by Councillor F. Keegan, seconded by Councillor MD Lloyd and carried.

11. Report from relevant councillor regarding Internal Controls.

The next check is overdue; Cllr MD Lloyd agreed to complete the check as soon as possible.

12. Notices and Correspondence.

A letter from the Audit Commission was circulated to all councillors prior to the meeting. It stated that Sections 5 and 6 of the Parish Council's Financial Regulations state that 'payments should be authorised prior to payment'. There was confusion as to what this actually meant and what action the audit commission are expecting from the Parish Council. Cllr Bergin asked that the Clerk contact the Audit Commission and seek clarification.

13. Reports from Councillors.

Cllr MW Maczkowiak asked about moving forward away from the system of cheques to an electronic method of payment but at the moment there is no controllable alternative available.

Cllr MW Maczkowiak raised the idea of purchasing a Quad bike to enable the Lengthsman to take over a bigger role in the village. She will gather some information and present it at the next meeting.

Meeting Closed: 9:44pm

ACTION SUMMARY

Undertaken By	Detail	When For
Cllr Lloyd	To complete Internal Control check	asap
Cllr Maczkowiak	To look into buying a Quad Bike	As soon as practical
Hall Manager	To provide a more detailed analysis of the performance of the Festival Hall	For next Finance meeting
Clerk	Contact the audit commission for clarification of their letter	As soon as practical

**Councillor J Bergin
CHAIRMAN**