

**WALFORD PARISH COUNCIL  
FINANCE COMMITTEE**

Minutes of the meeting of Walford Parish Council Finance Committee on Wednesday 9<sup>th</sup> June 2010 at 6.30 pm  
in Bishopswood Village Hall.

**Present**

Committee members: Cllrs: Cole, Evans, Myers, Thomas.

**In attendance** – Clerk – Catherine Murray

Cllr. Bridget Vine and one member of the public.

1. **Apologies for absence**  
Cllr Drummond.
2. **Declaration of personal / prejudicial interests** – none declared.
3. **Adoption of minutes of previous meeting – 17/02/10**      **RESOLVED:** To accept as a true record.
4. **Payments:**
  - 4.1 Annual Insurance premium invoice - £691.76.      **RESOLVED:** to pay the Invoice.

The Councillors discussed the detail of the cover provided by the policy, it was confirmed that the policy is tailored specifically to local councils. The Finance committee agreed to check the figures of the policy against last year's and the budget. It was observed that the premium had risen slightly

4.2 Set up costs for new Clerk – Catherine Murray – approximately £100

**RESOLVED:** The Finance committee agreed to the approximate cost up to a figure of £100 and that if a budget was set, then the Clerk (proper officer) should be allowed to spend it on set up at her discretion. All Cllrs were in agreement.

4.3 SLCC (Society of Local Council Clerks) invoice for - £103 – for Clerk's membership fee.

**RESOLVED:** To pay the invoice.

The role of the SLCC was discussed – as was the available training. The Clerk stated that she would prefer to do the WWYC correspondence training course through the SLCC.

4.4 Bursary Grant and training Costs for New Clerk

**RESOLVED:** To apply for any grants available for training and to pay training costs for new Clerk.

The Clerk agreed to supply information on training available for Councillors, the Cllrs agreed that the budget should be flexible – to allow for training of Clerk + Councillors.

4.5 Ross Gazette - Invoice for new Clerk newspaper advertisement - £146.64p

**RESOLVED:** To pay the invoice.

It was agreed that Cllrs should sign invoices to authorise their payment, it was decided that the Cllr who authorised the invoice should also sign the cheque. There was an enquiry as to whether the invoice for BVH hire had been paid, the Chairman stated that it had been paid.

4.6 Accessing £100 grant under pilot Participatory Budgeting scheme.

This item was not resolved as and should therefore be added to the next agenda.

5. **Additional Item – Relating to Footpath expenditure:**

**TO BE RESOLVED:**

A discussion was had relating to footpath expenditure. The Clerk agreed to look into the guidance available. Concerns were expressed about the magnitude and content of an invoice for expenditure on footpaths. It was agreed that Cllr Thomas would discuss this with Cllr Downey and report back.

The Chairman said that the last Lengthsman's invoice had been paid from the wrong account

**SIGNED** ..... **DATE** .....