

**WALFORD PARISH COUNCIL
FINANCE COMMITTEE**

Minutes of the meeting of Walford Parish Council Finance Committee
on Wednesday 9th March at 7.00 pm in Walford Village Hall.

Present:

Committee members: Finance Chairman: Cllr Thomas, Cllrs: Frank Myers, Heather Evans, Eric Drummond.

In attendance – Clerk – Catherine Murray

1. **Apologies for absence:** Cllr Cole was absent.
2. **Declaration of personal / prejudicial interests** – none declared.
3. **Adoption of minutes of previous meeting – 09/02/10**
It was **RESOLVED:** To accept the minutes as a true record.
4. **Finance:**
To consider and approve the Finance Statement: Approved with no objections.
5. **To authorise payments 5.1 – 5.6:**
It was **RESOLVED:** to approve all payments on the Agenda.
6. **To sign the paperwork for change of Banks** [If received on time]:
The paperwork had not arrived so it was **RESOLVED** to defer this to be dealt with by the next council.
Cllr Cole arrived at 7.13pm.
7. **To discuss the response from the Electoral Services revenues unit regarding a date for payment of by-election expenses for July 2009:**
It was **RESOLVED** to pay this invoice by the end of April as requested by the Revenues Unit.
8. **To discuss and agree upon the costs of producing the Parish Newsletter.**
It was unanimously agreed to pay up to £200 for printing and to pay for postage as quoted.
9. **To discuss the hours spent on administration and to agree upon a final number of hours.**
It was **RESOLVED** to pay the Clerk for 8 hours on administration.
10. **To discuss the structure and wording of the Finance Agenda:**
The Clerk explained that she had learned from her finance training that the Clerk's salary should not be included as an Agenda item, this was agreed and noted.
11. **To raise matters for the next Agenda:**
No matters were raised.
12. **To note the date of the next Finance committee meeting:** Scheduled for 8th June @ 6.30pm in Bishopswood Village Hall.

Signed: -----

Date: -----

Catherine Murray - Clerk to the Parish Council

23/03/11