

WALFORD PARISH COUNCIL

FINANCE COMMITTEE

Minutes of the Walford Parish Council Finance Committee meeting
Held on Wednesday 14th March at 6.30pm at Bishopswood Village Hall.

Present: Marc Thomas – Finance Chairman.

Finance committee members: Frank Myers (WPC Chairman), Dave Berry, Simeon Cole, Heather Evans, Terry Snow (Who arrived at 6.55pm).

In attendance: Clerk – Catherine Murray.

1. **To accept apologies for absence.** None received.
2. **To declare personal/prejudicial interests.** None received
3. **To accept minutes of previous meeting held on 11.01.12.** It was unanimously **RESOLVED** to adopt the minutes as a true record.
4. **To approve the following payments:**
Items 4.1.1 – 4.1.8: It was unanimously **RESOLVED** to approve the payments listed on the Agenda and detailed on Finance Appendix A.
5. **Councillor Training:** It was **RESOLVED** to approve the Leading Lights training, undertaken by Cllrs Cole and Carpenter, on the understanding that Councillors should in future, advise the Clerk of any training they are undertaking, or plan to undertake, so that the Clerk has a record of bookings, can keep track of the training budget and is aware of any fees which will generate an invoice for WPC. <<**Action Councillors**>>
6. **Account signatories:** To consider appointing a new account signatory to replace Eric Drummond. It was proposed and unanimously **RESOLVED** that Cllr Berry would fill out the paperwork to replace Eric Drummond as the 4th account signatory. <<**Action Cllr Berry**>>
7. **Standing order payment for the Clerk's monthly salary :** It was unanimously **RESOLVED** to approve a standing order payment for the Clerk's monthly salary.
8. **Clerk's CiLCA portfolio submission:** The Clerk explained that the estimated time to complete the portfolio is around 100 hours and it was **RESOLVED** that the Clerk should move forward with her CiLCA training, keeping a record of hours spent, so as not to exceed the agreed number of hours budgeted for the Clerk. <<**Action Clerk**>>
9. **Winter Maintenance Self Help Scheme.** It was **RESOLVED** by a majority of 4:2, that the Committee approved the principal of acquiring a grit / salt spreader from any surplus Lengthsman's funds for 2012/13, subject to a cost of no more than £1,200.
10. **Public participation session:** There were no members of the public present.
11. **Matters for the next Agenda:** To consider up-front payments for the hire of Walford Village Hall and Bishopswood Village Hall, based on the yearly meetings schedule.
12. **To note date of next meeting** Wednesday 13th June at 6.30pm Walford Village Hall
13. **CONFIDENTIAL CLOSED SESSION: To discuss the Clerk's contract.** It was unanimously **RESOLVED** to hold an additional ordinary meeting, to take place before the next Full Council meeting, in order to discuss the Clerk's contract and terms and conditions of service. <<**Action Finance Committee & Clerk**>>

The meeting closed at 7.30pm.

Signed: Marc Thomas

Date: 28/03/12

Finance Committee Chairman.