

WALFORD PARISH COUNCIL

Parish Clerk: Catherine Murray. Rose Cottage, Coughton, Ross on Wye, Herefordshire, HR9 5SF.
E Mail: clerk@walford-pc.org.uk **Website:** www.walford-pc.org.uk

Minutes of the Finance Committee meeting held at Walford Village Hall on Wednesday 14th November 2012

Present: Marc Thomas - Chairman.

Dave Berry, Simeon Cole, Terry Snow (Heather Evans arrived at 7.20pm)

In attendance: Clerk Catherine Murray

1. **Apologies:** Frank Myers. (Heather Evans will be late)
2. **Declarations of Interest:** All Councillors declared a disclosable pecuniary interest in the precept. Dispensations were granted for all councillors to discuss the precept for 2013/14 and for 2014/15
3. **Minutes:** It was unanimously **RESOLVED** to accept minutes of the previous meeting held on 12/09/12
4. **Public participation session** – No members of the public were present
5. **Banking and Payments**
 - a) The bank reconciliation – Finance Appendix A (Issue N0 2) and bank statements were noted
 - b) It was unanimously **RESOLVED** to approve payments 1-5 (As listed on Finance Appendix A) Enviroability – Rights of Way / Gerald Green – Lengthsman / Bishopswood Village Hall – Hire of Hall for 3rd & 4th Quarters 2012 / Clerk additional hours & expenses for October / Lonsdale Direct Solutions – Autumn 2012 newsletter. NB: It was noted that the cheque written to Enviroability on 12/09/12 was still un-banked, presumed lost and had therefore been cancelled, a new cheque was issued to cover invoice N0 600.
 - c) **Electronic Banking Payments**
 - 1+2) Information & advice received from HALC & Lloyds TSB regarding electronic banking was discussed.
 - 3) It was **RESOLVED** to propose that electronic payments be used, given appropriate safeguards. It was noted that Cllrs Snow and Cole had expressed reservations with regard to one signatory being able to authorise payments, however they both supported the proposal.
6. **Parish Precept:**
 - a) The half-yearly budget figures - Finance Appendix A (2) were discussed and it was noted that un-budgeted costs in 2012/13 had used some reserved funds. (By-election called following the disqualification of George Jones / Purchase of clerk's laptop computer / Backdated pay due to clerk)
 - b) It was **RESOLVED** that current reserves are adequate for meeting foreseeable costs in 2013/14
 - c) It was **RESOLVED** that the precept figure should be reduced from that set in 2012/13 and a figure of £15,000 was proposed, to be recommended to full council for approval; with a view to setting the final figure in January, when more information is available from Hereford Council on their budget proposals.
7. **Recording of Assets in End of Year Accounts**

Advice on recording the depreciation of equipment and valuation of community land assets and war memorials was noted and the clerk was asked to investigate further recording the depreciation of equipment and report back to the Finance Committee. <<**Action Clerk**>>
8. **Clerks bursary application form** It was unanimously **RESOLVED** to approve the clerk's bursary application form, which was signed by the Finance Chairman
9. **Information and Correspondence**
 - a. Correspondence Appendix C and relevant items in HALC Information corner were noted
 - b. There were no councillors reports
10. **Next agenda** Parish Precept for 2013/14 & any matters arising from Hereford Council's budget decisions
11. **To note date of the next meeting** To be confirmed when information from Hereford Council is available

Signed: Terry Snow (Acting Chairman)

Date: 09/01/13