

# WALFORD PARISH COUNCIL

**Parish Clerk:** Catherine Murray. Rose Cottage, Coughton, Ross on Wye, Herefordshire, HR9 5SF.  
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## Minutes of the meeting of the Finance Committee held in Bishopswood Village Hall At 6.30pm on Wednesday 25<sup>th</sup> November 2015

**Present:** Councillors Dave Berry, Shane Carlson, Simeon Cole, Heather Evans, Frank Myers.

**In attendance:** Clerk Catherine Murray.

**Chairman:** Shane Carlson was proposed and appointed as Chairman.

1. **Apologies:** Karen Chinn. (Family commitment)
2. **Declarations / Dispensations:** No declarations. Dispensation for all Councillors to discuss the precept.
3. **Minutes:** It was unanimously **RESOLVED** to accept the minutes of the meeting held on 24/06/15.
4. **Public participation session:** A member of the public with relevant experience offered to help with any information required by the PC during the meeting.
5. **Precept and Budget:**
  - 5.1 Budget Appendix A(2) and associated paperwork had been circulated prior to the meeting and were referred to during discussions.
  - 5.2 Responses to the precept article in the Autumn newsletter had been circulated to all Councillors prior to the meeting; these were considered and the contents noted.
  - 5.3 **Precept and Budget considerations:** The budget and precept figure for 2016-17 were discussed, including potential changes to funding for the Lengthsman & P3 grants. The Clerk has been told *unofficially* that no change is anticipated in 2016-17; but also that a 10% decrease may be considered; however, until an announcement is made by Herefordshire Council, the outcome cannot be certain.
  - 5.4 **Budget and Precept Proposals:** In light of information currently available, it was unanimously **RESOLVED** make the following recommendations to Full Council for approval:
    - Approval of the budget for 2016-17.
    - Increase to the precept of 1.9%, to cover expenditure on items such as dog waste bins & signs.
    - Any shortfall to the centrally funded grant for the Lengthsman and Rights of Way schemes, are matched by an equivalent rise to the precept, in order to maintain the existing service and keep the Parish in good order.
6. **Banking and payments:**

It was unanimously **RESOLVED** to approve and sign the bank reconciliation, Finance Appendix A and bank statements for October.

  - 6.1 **It was unanimously RESOLVED to approve the following payments:**
    - 6.1.1 Lonsdale Direct Solutions – For the Autumn Parish Newsletter.
    - 6.1.2 Tate Computer Technology – Domain name registration.
    - 6.1.3 Ursells of Ross – War Memorials.
    - 6.1.4 Walford Village Hall – Hall Hire for Neighbourhood Planning Steering Group meetings.
    - 6.1.5 Clerk expenses for October.
  - 6.2 The following payments, made with prior approval since the previous meeting, were noted:
    - 6.2.1 Clerk salary and additional hours for October.
  - 6.3 **Finance Committee Membership, Chairman and New Signatory:** Shane Carlson has been appointed as Chairman; he has submitted the paperwork to Lloyds TSB to be added as a new signatory; the PC awaits confirmation from Lloyds TSB; there will be no further members added to the Finance Committee.
  - 6.4 **Electronic Banking:** Will be on the agenda once the new account signatory has been confirmed.
7. **Information and correspondence:**
  - 7.1 To note items relevant to finance in Appendix C and HALC Information corner.
  - 7.2 The Clerk will draft a letter in response to replies received to the precept newsletter article.
8. **Public Response Session:** None.
9. **Items for next meeting agenda:** None other than those already mentioned.
10. **To note the date of the next meeting:** 24/02/2015 - 6.30pm at Bishopswood Village Hall.
11. **Confidential Session:** Lengthsman contract discussions will be held at the end of the Full Council meeting.

**Signed:** Shane Carlson

**Date:** 29/06/16