

# GREAT SHELFORD PARISH COUNCIL

## Minutes

### Parish Council Finance & General Purposes Committee meeting held in the Pavilion, Woollards Lane on Wednesday 16<sup>th</sup> August 2017 at 1930hrs

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1. Present: Councillors Mike Nettleton (Chair), Bridget Hodge (Deputy Chair), Malcolm Watson, Barrie Ashurst  
Parish Clerk: Mike Winter  
Asst. Parish Clerk: Gerrard Winter  
Apologies Received: Helen Harwood  
No members of the public.
2. There was one declarations of interest received.
  - Bridget Hodge, Cheque payment on payment schedule
3. **Public Session Notes: None**
4. Minutes of the F&GP Committee meeting held on 21<sup>st</sup> December 2016 were confirmed as being an accurate record and had been previously signed.
5. Consider matters arising from meeting of 17<sup>th</sup> August 2016 (new information only): None
6. Minutes of the Parish Council meeting held on 21<sup>st</sup> June and 19<sup>th</sup> July 2017 were confirmed as being an accurate record and were signed by the Chair.
7. Consider matters arising from meeting of 21<sup>st</sup> June and 19<sup>th</sup> July 2017 (new information only): None
8. An initial Quotation for the integration of the Heating system into the Memorial Hall and demolition of the current plant room was reviewed and agreed to proceed with additional quotations on basis that a similar type cost would be acceptable to the Parish Council.  
It was noted that any resulting proposals were
  - Unbudgeted in 2017/18 but work effectively in Summer 2018, thus to be budgeted for in 2018/2019
  - Community Association contribution to costs will be requested
  - All quotations received will asap be Agenda itemed for Parish Council approval
9. A paper revaluation exercise of the Asset Register was reviewed line by line with a few additional items added to the circulated schedule, principally the valuation of the Sports Pavilion  
Clerk stated the revised Asset value would not be used to end year Audit. Thus final proposal and variation can be delayed to December 2017 F&GP meeting.
10. Status of current S106 funds and balances was reviewed  
Clerk produced an income and drawdown of all S106 funds since August 2014  
To be review again at December F&GP meeting
11. Status and Value of the Public Works Loan Board repayments on the Pavilion was reviewed  
Clerk circulated the PWLB balances and annual costs.  
The PWLB was proposed to be cleared prior to its full term and the next ½ yearly payment in November 2017  
Proposed: Councillor Malcolm Watson  
Seconded: Councillor Bridget Hodge

Vote: Unanimous

Clerk requested to obtain payment settlement balance and arrange payment prior to November 2017 if no early repayment penalties were incurred.

12. Review and Approve Financial monthly accounts for payment and Note receipts  
Clerk's schedule reviewed at meeting of Payments and Receipts for Month of August in Financial Year 2017 / 2018  
This was accepted as 20 cheques for councilor signatures and 1 pre-signed cheque valued at £14,535 for payment.
13. Review of 2017 / 2018 Financial Plan  
Clerk presented the YTD Income & Expenditure with recent updates from the note circulated  
A review of the spread sheet, line by line and totals was undertaken for discussion and predicted progress by financial year end.
14. Review bank account balances and any adjustments necessary to 2017/18 financial year end  
Clerk recorded that the general business account will exceed the FSCS limits significantly on receipt of ½ year Precept in Sept/Oct 2017, unless considerable expenditure made over next few months?  
Proposal to transfer £10,000 to CBS & Nationwide accounts  
Proposed: Councillor Mike Nettleton  
Seconded: Councillor Malcolm Watson  
Vote: Unanimous  
Additional Bank account to be investigated for further discussion.
15. Review new external Correspondence
  - North Uttlesford Garden Village
  - Village meeting 5<sup>th</sup> Sept and Housing needs survey feedback
16. Consider matters for future agenda consideration  
As previous Parish Council meeting
17. With all Agenda items covered the Chair closed the meeting at 2110hrs.

**Note. All the above is the official minutes of the Finance & General Purposes Parish Council meeting on 16<sup>th</sup> August 2017 that have been reviewed by the Committee with full adoption awaited at the next Parish Council meeting**

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Chair  
Great Shelford Parish Council