

WROCKWARDINE PARISH COUNCIL

Minutes of the Finance & General Purposes Committee Meeting held on Thursday 28th May 2015 at Wrockwardine Parish Hall at 7.30 p.m.

Present:

Cllrs. Ms. Elaine Anderson, Ms. Nadine Evans, S. Rawlings, Mrs Jo Savage and Mrs. Sheila Turner.

M. Goldstraw – Clerk.

[Cllr. Ms. Nadine Evans, as outgoing Committee Chairman took the Chair for the first item of business]

F&GP

15/01 Election of Committee Chairman

It was proposed by Cllr. Rawlings that Cllr. Ms. Evans should be elected to serve as Committee Chair for another year; seconded by Cllr. Mrs. Turner it was RESOLVED that Cllr. Ms. Evans should be elected to serve as Committee Chair for another year.

15/02 Apologies for Absence

All Members being present there were no apologies.

15/03 Declarations of interest and requests for dispensation

No declarations or requests were made.

15/04 Minutes

The Minutes of the meeting held on 3rd December 2014 were confirmed and signed, by the Chairman, as a true record.

15/05 Internal Audit Report

The Meeting noted that the report of the Internal Auditor had stated that *“Having completed a comprehensive examination of Council records presented to me I have completed Section 4 of the annual return positively and can give reasonable assurance from the audit work undertaken that the Council’s financial affairs are properly conducted and free from misstatement. The standard of administration and system of internal controls relating to the audit areas examined was considered to be of a high standard.”*

The following points were noted along with appropriate recommendations:

In regard to section 137 payments (grants) the internal auditor had stated that powers under which the Council had made these payments were not endorsed within the Council’s minutes or accompanying accounts schedules at the time of issue. They are however recorded in the Receipts & Payments Year end Accounts Statement. To achieve greater transparency powers under which more unusual payments are made by the Council need to be specified within

the payments schedule presented to Council or Council minutes. The Council risks acting outside its powers by not doing this.

It was agreed to recommend to the Council that the Clerk records the powers under which these payments are made.

In regard to the Council's Financial Regulations the Internal Auditor had noted that "The Standing Orders of the Council & Financial Regulations have been reviewed and adopted in year; however the Financial Regulations do not comply with the new model Financial Regulations published in 2014. Revised Financial Regulation are scheduled for adoption in 2015/16."

The Meeting noted that these observations had not taken into account the fact that the parish Council had adopted the new model Financial Regulations published in 2014 at the July meeting Minute ref 14/50b.

It was agreed that no further action was required.

In regard to the Council's Asset Register, it was noted that the Internal Auditor had had some difficulty reconciling the register with the Councils' Insurance policy.

It was noted that the Council had adequate insurance cover and agreed to recommend that the Clerk reviews the asset register and insurance in order to make reconciliation easier for the auditor.

In regard to the Chairman's Allowance it was noted that the auditor recommended that in future the Chairman signs an appropriate statement stating that he/she will disclose any income received directly from the Council (Chairman's Allowance).

It was agreed to recommend that the Clerk draft an appropriate undertaking for the Chairman to sign.

The Clerk was thanked for guiding the Council, once again, through a successful audit.

15/06 Budgets for Playgrounds

The Meeting discussed the cost of provision for adult gym equipment on Admaston Green which was estimated at £18'000. It was agreed that the Council would need to apply for grant funding to augment the funds available for this project.

The Meeting discussed the cost of refurbishment for the playground at Pemberton Road; it was agreed that because of the condition of the existing equipment this project would have to take priority. The Meeting felt that an appropriate budget to recommend to Council (based upon the suggestions provided by Mr. Owen) would be around £12'000.

15/07 Next Meeting

To be determined at the next full meeting of Council.

There being no further business the meeting closed at 8:33 p.m.

Signed _____
Chair

Date _____