

NASH MILLS PARISH COUNCIL

431

Nash Mills Parish Council Finance Meeting held on **14th December 2015** at Nash Mills Village Hall, Lower Road, Nash Mills.

Those present:

Chairman of Finance: Councillor Dave Jackson
 Councillor Rosie Moubray
 Councillor Lisa Bayley
 Councillor Terence Collins
 Linda Sutton (Parish Clerk/RFO).

1) Apologies for absence and declarations of interest.

HG sent her apologies. There were no declarations of interest.

2) Signing of the minutes of the previous meeting.

DJ signed the minutes from November; councillors present agreed that it was a true record. The clerk will publish the minutes. **LS**

3) Review of outstanding actions.

The issue of an allowance for councillors had been raised at a previous finance meeting. The item had been deferred to the full parish council meeting agenda in January. **LS**

A new tab had now been added by Peter Fleming onto the parish council website. This now publicised internal and external audit reports and the latest Annual Return, along with internal controls.

The clerk had contacted Carina Helm, HAPTC and asked whether the insurance policy should be advertised on the parish council's website. CH said that it was best to contact Came and Co. who advised that it was not necessary to publish the policy on the website.

Funding Initiatives and a request for funding had been added to the full parish council agenda after the finance committee had suggested that some reserves should be spent. A request for funding from Nash Mills C of E School was to be discussed at the full meeting.

The Clerk had contacted Sharon Collins, DBC regarding ID tags. SC said that they could process the tags free of charge for them as there was a small amount of funds available. The Clerk advised her she was waiting for the parish council to decide on a logo. **ALL**

4) Monthly statement of accounts

DJ advised that the financial schedule and expenditure sheets had been circulated to all councillors prior to the finance meeting. These were agreed by members present and cheques were signed by DJ and TC. DJ signed the financial schedule, expenditure sheets and initialled the bank statements.

5) Budget 2016/17

DJ advised that the Clerk had already contacted services used by the parish council to check whether their rates would increase in the forthcoming year. She had circulated a précis of the information to all parish councillors for their records. DBC had confirmed that garage rental was to increase in April 2016. Sarum Graphics confirmed there would be a slight increase with printing costs, and Peter Fleming confirmed a small increase with the website maintenance. Paybureau for Salaries were not increasing their fees, neither were Club Finance.

A draft budget for 2016/17 had been circulated to all councillors prior to the meeting. Councillors present agreed to the figures and this was then deferred to full council for their approval. DJ advised that he would like the precept to stay the same as last year and was prepared to use reserves in order to do this. He said it would also depend on what figures DBC had collated regarding the tax base. He also advised that at some point in the future Concurrent Services may be withdrawn so reserves should be set aside.

The Clerk will circulate the tax base forms and precept return once they had been emailed out by Richard Bacon, DBC.

LS

6) Online Banking (Unity Trust Bank)

It was agreed by councillors present that the online banking facility should be implemented. DJ suggested 'signatories' should be drawn from both the finance committee and the full parish council committee. RM advised that some users could 'view' the accounts but would not necessarily have any other powers. DJ said it would be best to transfer the accounts in small stages. LS advised that UTB had told her that NatWest 'cleared' their work.

7) Items for discussion at the next meeting

The precept return and tax base.

8) Date of next meeting.

The next Finance meeting will be held on Monday 8th February 2016.

DJ closed the meeting at 7.55pm.

Signature of Chairman

11/1/2016
Date of Signature