

Nash Mills Parish Council Finance Meeting held on **14th November 2016** at Nash Mills Village Hall, Lower Road, Nash Mills.

Those present:

Chair: - Councillor Dave Jackson
Vice-Chair of Finance: - Councillor Rosie Moubray
Committee Members: - Councillor Lisa Bayley
Parish Clerk – Linda Sutton

1) Welcome, apologies for absence and declarations of interest.

DJ welcomed everybody to the meeting. Apologies were received prior to the meeting from JM. She had commitments with her Scout group. TC sent his apologies. There were no declarations of interest.

2) Signing of the minutes of the previous meeting.

DJ signed the finance minutes from October 2016 after amending the date on the draft minutes; councillors present agreed that it was a true record. The Clerk will publish the approved minutes onto the parish council's website. LS

3) Review of outstanding actions list.

The Clerk advised she had circulated the revised Financial Regulations. DJ advised Councillors that the next annual review of internal control would be by the full council in March 2017. All other actions had been completed.

The Clerk advised that she had been given a staging date by The Pension Regulator and this had been diarised.

4) Monthly Statement of Accounts

DJ explained once again that the budget was still slightly over. He said that the reasons were due to the increase in both staff salaries and pension contributions as mentioned in previous months.

DJ had sourced a new stamp for the invoices which now included an option for Councillor's to sign acknowledging a payment using the online banking facility.

Once Cllrs present approved and agreed the month's figures; DJ signed and initialled the expenditure sheets and bank statements along with the Treasury letter.

LB advised that she hadn't contacted Luke Johnson at this stage. Councillors decided that tree works in Nash Mills should all be surveyed. This was due to be discussed at the full parish meeting.

DJ asked whether the clerk had heard back from Rob Cassidy about the bench the parish council would like installing in Nash Mills. LS said she would contact him. **LS**

DJ suggested that monies from the reserves could be used to help with the tree works. Councillors present agreed.

5) Items for discussion at the next meeting

The draft budget would be discussed next month by the finance committee.

The Clerk advised that DBC's finance department would be sending out the working papers for the precept and concurrent services in the near future.

6) Time meeting closed and date of next meeting.

The next Finance meeting will be held on Monday **12th December 2016.**

DJ closed the meeting at 7.43pm and thanked councillors present for attending.

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Signature of Chair

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12/12/2016

DRAFT