

**ALBRIGHTON PARISH COUNCIL**  
**MINUTES OF FINANCE COMMITTEE MEETING**  
**Wednesday 22<sup>nd</sup> July 2015 at 2.00 pm in the Red House**

Minutes of the Albrighton Parish Council finance committee held on 22<sup>nd</sup> July 2015 at 2.00 pm in the Red House.

**PRESENT:** Cllrs. S Pledger (Chair), D Beechey, C Hassall.

In attendance: M Ward, Clerk to Albrighton Parish Council.

**1. Apologies:**

There were no apologies for absence.

**2. Minutes of the previous meeting:**

- **Minutes of the meeting 16<sup>th</sup> April 2015:**

Cllr. Hassall proposed that the minutes were a true and accurate record which was seconded by Cllr. Beechey and agreed by the committee.

**3. Matters arising.**

Cllr. Hassall asked whether the Chairman's allowance was taxable and for further clarification regarding its exact status. Cllr. Beechey stated that it was Council money to be spent at the Chairman's discretion and it was not eligible for taxation. There was discussion regarding the use of the budget and whether it could be given to a charity at the end of the year if there were unspent funds. The committee agreed that any such proposal should be brought to the attention of full council and council approval would need to be given to any suggested donation. Members agreed that this matter should be placed on the agenda of the next full council meeting on 17<sup>th</sup> November.

**4. To receive and consider the accounts for the first quarter of the 2015/16 financial year:**

The Clerk went through the accounts for the end of the first quarter which showed a balance of £194,225.08 over all three cashbooks. He pointed out that this included a grant for the CCTV cameras of £22,000 and grants for the Flyer, routine maintenance, and a VAT refund for Flyer fuel. The precept had been transferred to the Nationwide Business Saver account which would greatly reduce the balance in the current account in the next month. There were no issues that were of concern and members noted that Flyer income had now risen greatly with the receipt of the grant and regular weekly cash payments.

Cllr. Pledger proposed that the accounts should be approved which was seconded by Cllr. Beechey and agreed by the committee.

**5. To consider the internal auditor's report and any items which need addressing for the 2015/16 audit.**

Members discussed the issue of VAT on the dishwasher that was given to the Melville Club and examined the recommendation of the auditor with regard to VAT payments in detail. It was agreed that the new on-line risk assessments should be activated and members decided to raise the issue of rises in the size of the precept in line with current inflation when the draft budget is discussed in December.

**6. To further debate the issue of a hospitality budget for inclusion in the draft budget for 2015/16.**

After discussion the committee decided to recommend to full council a new budget for 2016/17 that would cover payments for all council employees and their partners at the annual council dinner plus occasional refreshments in council meetings when visitors were invited to address the council. A figure of £400 was thought to be appropriate. The recommendation would also suggest that the Chairman's allowance should remain at £350. The proposal would be debated at the next full council meeting on 17<sup>th</sup> September.

**7. Any other business.**

Members noted that the increase in the minimum wage in October would affect payments to some council workers. Councillors agreed that the rises in the minimum wage in future years would need to be taken into account when the 2016/17 budget was being planned.

**8. Date of next meeting.**

The next meeting of the finance committee would take place on 11<sup>th</sup> November at 2.00 pm.

There being no further business the meeting closed at 2.55 pm.

Signed.....Date.....  
Chair