

Nash Mills Parish Council Finance Meeting held on **11th July 2016** at Nash Mills Village Hall, Lower Road, Nash Mills.

Those present:

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

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

RM welcomed everybody to the meeting and advised that she would chair the meeting in the absence of DJ. DJ had sent his apologies prior to the meeting. TC advised he would attend to sign cheques but was unable to stay for any meetings due to personal reasons and gave his apologies.

There were no declarations of interest.

2) Signing of the minutes of the previous meeting.

RM signed the finance minutes from June 2016; 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 had received cards and readers from Lloyds Bank. She had hand delivered the authorisation cards and readers to HG, DJ, LB and RM. Councillors present discussed and suggested that the online banking be implemented for the July financial schedule in August. **LS**

Prior to the finance meeting TC had attended briefly and kindly agreed to sign the cheques. The clerk had travelled to HG's home earlier in the week and she had counter signed the cheques.

(NB: In between meetings the Clerk had gone to a branch of NatWest they had apologised for the delaying in making a CHAPS payment of £5K and agreed to waive the £23.00 fee. They informed her that in order for monies to be transferred to a Lloyd's online bank account on a regular basis a standing order mandate would have to be signed by a signatory from the finance committee along with a signature from the Clerk. This information was relayed to all councillors via email who agreed that this was the way forward. She then contacted NatWest and arranged to collect the form from them as they would not accept a signed scanned copy. The form was then duly posted to DJ who signed it and the Clerk hand delivered it to NatWest to be processed. Confirmation of this agreement was sent to the Clerk by post from NatWest a few days later).

NASH MILLS PARISH COUNCIL

444

JM updated the finance committee once again regarding the ongoing staff salary review and advised them that she was now in contact with Carina Helm, HAPTC for advice concerning the review of the staff salaries.

The clerk's salary had been increased by one point on the NALC spinal column and backdated to April. This action had been ratified at the full council meeting held in June. JM explained that the parish warden's role was also being assessed and once the personnel committee had all the information a further personnel meeting would be arranged and held in August. **JM/LG**

4) Monthly Statement of Accounts

RM and councillors present checked through the financial schedule and expenditure sheets for July. The Clerk had forwarded the expenditure to DJ via email in between meetings (he had already given his apologies) he had checked the figures and confirmed via email that he was happy for LS to circulate the documents to all.

All councillors present agreed that the figures were satisfactory and that there had been no extra ordinary payments. The Clerk advised that she would order dog bags in August. **LS**

5) Online Banking (Update)

This was discussed earlier under item 3.

6) Funding Request for Tree Works within Nash Mills

LB had previously requested that the finance committee help fund works to trees within Nash Mills. This item was deferred until September. **LS**

7) Items for discussion at the next meeting

LB asked whether any formal plans had ever been made to identify the fact that the chalk mines works had been concluded. It was felt by the finance committee that a celebratory party was probably too late. The clerk suggested a bench be purchased and sited within the area. She suggested that she would contact Rob Cassidy, DBC. Councillors present agreed. **LS**

LB advised LS to add the item to September's agenda. **LS**

LB once again stressed that it was important that the parish council should start spending some money for worthy projects within Nash Mills. **ALL**

8) Time meeting closed and date of next meeting.

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

RM closed the meeting at 7.49 pm and thanked all for attending.

Signature of Chair

12/9/2016

Date of Signature