

**FINANCE MEETING
12TH November 2018**

Nikki Bugden, Parish Clerk

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Nash Mills Parish Council Finance Meeting held on 12th November **2018** at Nash Mills Village Hall, Lower Road, Nash Mills, Hertfordshire, HP3 8RT.

Those present:

Vice-Chair of Finance: Councillor Rosie Moubray
Committee Members: Councillor Jan Maddern
Councillor Terence Collins
Councillor Lisa Bayley
Nikki Bugden, Parish Clerk

1. Welcome/Start time/Apologies for Absence and Declarations of Interest

RM, Vice- Chair of Finance opened the meeting at 7.32pm. There were no apologies.

There were no declarations of interest.

2 Signing of the Minutes

June & July's draft finance minutes had been circulated prior to the meeting and were duly agreed and signed by RM.

The Clerk will upload a copy of the approved minutes on the parish council website.
NW

3. Review of Outstanding Actions List

- It was noted that the outstanding funding request for the Tea Urn for NMVH had been delayed due to the lack of a parish clerk. Full funding of this item agreed by committee at a cost of £298.80 RM to arrange payment across to NMVH. **RM**
- Tree survey request for Nash Mill's school, we require 3 quotes. One received from Robinsons, Frank Cooper quote needs updating and we require one more from DBC approved list. Approx cost on these quotes so far is £3600 plus VAT. At this point TC asked us to note his declaration of interest in his capacity as school governor.
- Highbarns tree survey – part of a three year plan of maintenance. Details of this plan to be checked and discussed at next meeting. **NB**
- Willow Trees for Canal. JM meeting with Luke Johnson Tuesday 20th Nov at 10am to discuss planting between now and March. **JM**
- Bollards on corner of Georgewood Road and Belswains required Tina Howard was taking forward NB check for outcome or response **NB**

- Add back on to action list parking on verges/verge hardening. JM to take forward.
JM

4. **Monthly Statement of Accounts**

Invoices were not available and Chair has requested that these are all presented for checking and signing prior to the schedule being signed.

Schedule was examined but will need to be signed once checked to invoices.

5. **Proposed Expenditure for setting up of new office.**

All expenditure for Clerk's new office set up charges agreed

- Mobile telephone Vodaphone £23.28 pm (business contract)
- Filing cabinet & stationery £ 141.00
- PO BOX £325.00 per annum.

6. **Chess contract**

- Chess contract-NB to investigate what we are receiving by way of IT support. Do we need to alter amount payable by monthly direct debit now that previous Clerk's line has been cancelled ?

7. **Location of NMPC Funds**

- High balances now held on accounts. RM has suggested looking at splitting funds to ensure that they are safe under the banks Financial Services Compensation Scheme.
- Look at savings options for balances previously held on reserve to ensure best interest rates are being achieved. NB & RM to discuss.

8. **Items for discussion at the next meeting**

- Fixed asset register to be updated once Clerk's new office equipment has been received.
- Chess contract-NB to investigate what we are receiving by way of IT support.
- Highbarns Trees-3 Year Plan of works

9. **Time meeting closed and date of next meeting**

RM advised that the next meeting will take place on Monday **10th December** at 7.30pm.

RM closed the meeting at 7.59pm.

Signature of Chair

10th December 2018