

AUDLEM PARISH COUNCIL

Interim Clerk: Paul A I Barton
9 Stock Lane
Shavington
CW2 5ED
Telephone: 07977059087
e-mail: parishcouncil@audlempc.co.uk

MINUTES OF FINANCE SUB COMMITTEE MEETING (FSC)

Wednesday 3rd February at 7.00pm

Online meeting through Zoom.

PRESENT

Cllr G McLaren-Brown (Chair), Cllr A Bicknell, Cllr P Salt, Cllr C Gresty and the Interim Parish Clerk – Paul A I Barton.

Cllr McLaren Brown welcomed all to the first meeting of the newly reformed Finance Sub Committee (FSC)

1. Public Forum

There were no members of the public present

2. Apologies

There were no absences.

3. Declaration of interests

There were no declarations of interest

4. Minutes

The Minutes of the last meeting held 29 June 2020 were approved and were notionally signed by the Chair as a true record.

5. To consider and review the terms and conditions of the FSC review of current spend versus budget

Members considered the existing Terms of Reference and approved updates for submission to the full APC for approval.

6. Bank reconciliation

Members considered the Bank reconciliation created from the new Scribe account. It was felt that understanding the figures was not easy as the generated report presents information which is now provided in a revised format which is different when verifying compared to what has previously been presented. The Clerk sought to reassure that the accounts were robust but subject to some early teething problems where some of the early submissions to the accounts were incorrectly posted, and that the Interim Clerk was also still finding the best way forward in inputting and extracting information. These should gradually iron out allowing the FSC members to take full ownership of the figures. The Committee approved the reconciliation for submission to the next full APC meeting on 8 January 2021.

7. To consider and approve the 3rd quarter spending versus budget.

Members considered the 3rd quarter report generated by the Scribe accounts. At present these reports show 'variances' against budget. From figures input, Scribe then self generates this report and show variations against budgets which were input when Scribe was first set up. Some of these are known to either have been posted under incorrect headings (which it is not possible to correct) and/or falsely stated which whilst not affecting the outcomes is confusing without carrying out an extract of figures, which at present is not an option on available time. The Clerk stated that these figures should gradually iron out as the year end approaches as the anomalies dissipate. It was agreed that the FSC would NOT approve the 3rd quarter figures but would closely monitor the figures from hereon and would report back to the full Council as progress is made.

8. Banking review of the current situation re the FSCS £85,000 protection limit.

The meeting was advised that despite numerous enquiries made of the Big 5 banks NONE would consider opening new accounts at this time. However the Clerk has been carrying out enquiries elsewhere and on the day of the meeting circulated information about some alternative options. This included the CCLA , an organisation set up after the Icelandic banking crisis specifically for local authorities.

9. To review the following:-

Members carried out a brief review of each of the following with the Chair providing new Members with an overview of where the APC stood with each of these

- Longhill Moss where APC have had to take remedial action because of flooding which is largely caused by poor maintenance and/or damage initiated by others
- Churchfields which a small plot of wild meadow which needs a maintenance plan setting up
- Turnpike field where there is ongoing activity by the working group but cause for concern over the early works and maintenance costs which have not been closely regulated.
- General Insurance where the Chair was suggesting a review of insurance valuations at renewal
- Butter Market where sanction has now been received from CEC Heritage Officer to carry out replacement to both the lighting and power supplies. APC full Council to authorise the expenditure.
- Public Conveniences where a revised contract has been agreed with PHS for supplies and a query was raised over the hand dryers which run cold when members believed that they were warm air heaters. Clerk has details of alternative warm air blowers
- Utility Providers: Water & Electric, where it was suggested that a periodic review of costs should be carried out
- Assets where it was agreed that a review should be carried out to review the Asset register removing some items and revising valuations of others as appropriate for insurance and replacement purposes.
- The Committee carried out a review of all APC subscriptions and agreed to keep these under review
- The Clerk gave a short update of the Scribe software advising that this is now getting in better shape and should provide considerable assistance in carrying out the year end AGAR return.
-

10. Date of next meeting

Next meeting Wednesday 24th February 2021 at 7pm