

Hemyock Parish Council
Finance Committee Meeting
held at Longmead, Hemyock at 3pm on 31st May 2017.

Subject	Action
<p>1. <u>Present</u> Mr N Punnett (Chair), Mrs H Stallard, Miss P Lawrence, Mr T Barton, Mr S Clist (from 5.1) and Mrs D Evans (Parish Clerk).</p>	
<p>2. <u>Declarations of Interest/Dispensations</u> Mrs Stallard has a personal interest as a member of Longmead Management Committee and The Garages committee.</p>	
<p>3. <u>Election of Chair</u> Mr Punnett was nominated by Mr Barton, seconded by Mrs Stallard. There being no other nominations, Mr Punnett was elected as Chairman.</p>	
<p>4. <u>Minutes from previous meeting</u> PROPOSAL: The finance committee minutes of the 31st March 2017 are approved. PROPOSED: Miss Lawrence SECONDED: Mrs Stallard DECISION: passed (all in favour)</p>	
<p>5. <u>Matters Arising</u> 5.1 Archive Storage Facility – Miss Lawrence is progressing this. Clerk and Miss Lawrence to liaise and arrange archive of existing material. 5.2 Calf Statue – Mr Clist confirmed he had located archive material from the Calf Club, forerunner of the Young Farmers Club, such as minute books, accounts and diaries. Mr Clist suggested that once more information had been obtained the Daily Mail, original sponsor of the Calf Club, might be approached with a view to potential sponsorship. Clerk to add to agenda for full council to consider setting up a working group.</p>	PL/Clerk Clerk
<p>6. <u>Financial Review</u> 6.1 Annual Return – clerk confirmed annual return is with internal auditor. This will be signed off at next full council meeting. The clerk reminded councillors again that accumulated funds of more than 3 times the annual precept need to be justified to the external auditor. End of year figures show total funds of £260,556, of which £183,554 is earmarked for specific projects, 2016/2017 precept was £73,482. The clerk acknowledged that retained are required to maintain assets, pay for future projects and match-fund grant applications for future projects. However, she felt it important that these specific needs were not used as justification for a more general accumulation of unallocated funds. Mr Clist believed that future precepts will be capped and that the parish council should be investing now to provide an alternative future income source. Clerk disagreed and will obtain guidance from DALC. 6.2 2017/2018 – clerk highlighted several items which are covered later in the agenda (public conveniences, Longmead bridge and The Garages external doors). She also advised that grass cutting by MDDC would cost approx. £1000. Now that the areas to be cut are known the council may obtain alternatives quotes for the work. Clerk to add to next agenda. No expenditure has been allocated for any further work on the BMX track. 6.3 Public Conveniences – after the refurbishment and upon transfer of the asset the council will need to arrange for a contractor to clean the toilets. Add to full council agenda. 6.4 The Garages – clerk to obtain copy of lease agreement to establish liabilities reference external doors.</p>	Clerk Clerk Clerk Clerk
<p>7. <u>Longmead</u> Clerk has been passed a box of files from Mr McCulloch. Clerk to review agreements and gain clarity on financial agreements between the parish council and management committee so that it is clear what is covered by the parish council's £6,000 annual contribution to costs. Mrs Stallard confirmed the AGM is on 19th June at 7pm. It was recognised that the council is grateful to the volunteers of Longmead Management Committee for their time and efforts in managing the asset on behalf of the parish and council.</p>	Clerk
<p>8. <u>Investment Decisions</u> Nothing to report.</p>	
<p>9. <u>Donations/Grants</u> Nothing to report.</p>	

<p>10. <u>Items raised by chairman</u> Nothing to report.</p>	
<p>11. <u>Items raised by councillors</u> 11.1 Blackdown Healthy Living & Activities Centre – has an Open University student reviewing the use of alternative energy at the centre. Mr Punnett asked the clerk to clarify the insurance situation for councillors who are asked to act as trustees. The clerk recalled that she had referred this to the council’s insurance company previously and believed that councillors were covered under the existing policy but she would confirm.</p>	Clerk
<p>12. <u>Date of next meeting</u> Tuesday 12th September 10am, Forbes lounge, Parish Hall</p>	

Meeting closed at 4.50pm

Signed.....*Date*.....