
Hollinswood and Randlay Parish Council

Chairman of the Committee: Cllr H Unwin Clerk: Katrina Baker MBE MILCM

FINANCE & AUDIT COMMITTEE

Minutes of the meeting held on Monday, 30th September 2019 at 7.00p.m. at Hollinswood Neighbourhood Centre.

Present: Councillor H Unwin
Councillor S Unwin
Councillor S Snell
Councillor S Vaughan-Hodkinson
Councillor L Ricketts

In Attendance: Katrina Baker, Clerk

FA19/565 Welcome

Councillor H Unwin welcomed members to the meeting and thanked them for attending.

FA19/566 Apologies

Councillor C Turley	Holiday	Accepted
Councillor V Holt	Attending a TWC training event	Accepted

It was proposed by Cllr Vaughan-Hodkinson and seconded by Cllr Ricketts, all were in favour and thus it was

RESOLVED that the apologies, as listed, be accepted.

FA19/567 Declarations of Interest

All Members	Councillor's Remuneration Scheme
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FA19/568 Minutes of the meeting held on 22nd July 2019

It was proposed by Cllr Ricketts and seconded by Cllr S Vaughan-Hodkinson, all were in favour and thus it was

RESOLVED that the Minutes of the meeting held on 22nd July 2019 be signed as a true record.

FA19/569 Matters Arising from the Minutes

Remuneration Scheme review update

No reply had been received from TWC or the Independent Assessor. The TWC increase for Borough members had been announced in the press, but there was no mention of Parish & Town Councillors.

FA19/570 Financial Reports

Aged Analysis

Only one concern, which is linked to a Randlay User Group.

Balance

The 2nd precept payment has been received, confirming that the balance in the current account is now £193,055.

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Payments Against Budget

A copy of the Payments Against Budget is available on request and shows the following points for information:

- HNC income is down by around £800.
- RCC income is over budget by around £3800
- Pavilion income is also over budget by around £3000

This is a very positive position, for our community centres.

Payroll is as budget and Administration showing a surplus of around £20,000. All expenditure headings are under budget at this time with the only overspend being on training.

A copy of the Payments Against Budget analysis is available on request.

FA19/571 Grant Applications

The Parish Council looks forward to hearing from Randlay Primary School with its planned spending forecast for the £800 grant previously allocated to the school.

FA19/572 Strategy Day

This is an important event for the Councillors to hear the outcome of this year's strategy to date and to consider any changes necessary within the planned forecast for the coming years and to enhance this to a 5 year strategy. The event will take place at HNC on Saturday, 5th October and members are asked to arrive for a 10am start. Light refreshments will be available throughout the day and lunch will be provided by the Chairman.

Copies of the current strategy will be provided to the new Members, or on request. A few copies will be available on the day for reference.

Councillors, and staff, are reminded that the completed forms must be with the Chairman for Friday so that the information can be included for consideration at the meeting.

The Strategy is very important as it is the basis for the budget for the coming year and now includes up to a five year forecast.

FA19/573 CCLA

The total now invested with CCLA is £50,000 and the interest earned since April 2019 is £146.22.

FA19/574 Council's Internal Audit Regime

The Risk Assessment Audit will take place, with Cllr H Unwin and Cllr Ricketts on 18th October 2019 at 3pm.

The salaries and invoicing audits will be arranged.

FA19/575 Date of the Next Meeting

4th November 2019 HNC 7pm

A draft initial budget will be available.

There being no further business, the Chairman closed the meeting at 7.40pm.

SignedDate