
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, 25th November 2019 at 7.00p.m. at Hollinswood Neighbourhood Centre.

Present: Councillor H Unwin
Councillor S Unwin
Councillor S Vaughan-Hodkinson
Councillor C Turley
Councillor L Ricketts

In Attendance: Katrina Baker, Clerk

FA19/588 Welcome

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

FA19/589 Apologies

Councillor V Holt	Attending TWC event	Accepted
Councillor S Snell	Personal Circumstances	Accepted

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

RESOLVED that the apologies, as listed, be accepted.

Members wished to send their condolences to Cllr & Mr G Snell.

FA19/590 Declarations of Interest

Members declared their interests according to the register which is available.

All members resident in the Parish	Budget discussions
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Members received a dispensation to take part in the considerations.
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Councillor C Turley	Armed Forces & Veterans Breakfast Clubs
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FA19/591 Minutes of the meeting held on 4th November 2019

It was proposed by Cllr S Unwin and seconded by Cllr S Vaughan-Hodkinson, with one abstention, all were in favour and thus it was

RESOLVED that the Minutes of the meeting held on 4th November 2019 be signed as a true record.
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FA19/591 Matters Arising from the Minutes

Outstanding Debtors

The Clerk explained the position regarding the outstanding amount at HNC and confirmed that following the issue of a credit note and a payment, the account is now clear.

External Audit Report

Members wish to re-iterate their thanks to Rose on the successful completion of the Audit for 2018/19. Members

Hollinswood Neighbourhood Centre, 7 Downmead, Hollinswood, Telford TF3 2EW Tel: 01952 567961

E-mail:- enquiries@harpc.org.uk Website:- www.hollinswoodandrandlaypc.org.uk

Hollinswood & Randlay Parish Council and Telford & Wrekin Council have signed up to a Parish Charter –
A commitment by all to work together for the benefit of the wider community.

Hollinswood and Randlay Parish Council

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are grateful of her attention to detail and dedication to the Parish Council.

Grants

Grants have been paid to Randlay Primary School and Rainbows.

Clerk's Review

Councillor S Unwin and Councillor Vaughan-Hodkinson had undertaken the review on 12th November. They are still to be updated on the other staff reviews. A written report will be provided.

FA19/592 Financial Reports

Aged Analysis

As at 25th November, there are three small amounts due for payment, none of which are thought to be a concern.

FA19/593 Payments Against Budget

The clerk gave a detailed report on the Accounting System's Payments Against Budget report, which had highlighted two small areas of overspend. These were training and the cleaning contract. As training appears in the Council's Strategy, this was not a concern and additional funds would be available this year, and would be included in the budget for 20/21.

With reference to the salaries, budget Members were reminded that this includes 2 payments for April.

The Service Charge at Randlay included expenditure from the previous year. Contributions towards the dishwasher are received from Randlay Luncheon Club. The decorating at The Pavilion has been repaid as part of the grant from TWC.

FA19/594 Grant Application

Councillor C Turley declared an interest

Armed Forces & Veterans Breakfast Clubs

Members took the opportunity to look at the application and it was agreed that further information was required, especially the inclusion of a constitution and details of their own bank account – these are required as part of the Council's Grant Policy. Regardless of the outcome of the grant application, Members wished to offer advertising for the Clubs and maybe in the future offer our venues as a location for one of the area Hubs.

FA19/595 20/21 Budget Consideration

Following on from the information available under FA19/593, the Council would give consideration to additional budget headings that would meet the criteria and policies included in the Council's 2020/21 Strategy.

The Asset & Property Committee will be considering areas of possible expenditure which can be included in the budget for consideration.

FA19/596 Other Matters

None

FA19/597 Date of the Next Meeting

6th January 2020

HNC

8pm

It was agreed that a further meeting could be held after this meeting, if it was felt to be necessary.

A copy of the draft budget will be forwarded before the meeting, for consideration.

There being no further business, the Chairman closed the meeting at 7.50pm.

SignedDate

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