
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 July 2022 at 8.00pm at Hollinswood Neighbourhood Centre.

Present:

- Councillor H Unwin
- Councillor S Vaughan-Hodkinson
- Councillor S Unwin
- Councillor J Johnson
- Councillor V Holt
- Councillor C Turley
- Councillor S Snell

In Attendance: Katrina Baker, Clerk

FA22/799 Welcome
Councillor H Unwin welcomed members to the meeting and thanked them for attending.

FA22/800 Apologies
None

Absent
Councillor Ricketts

FA22/801 Declarations of Interest

Councillor S Unwin	Matters relating to RCC and Randlay Rockets, RPS and FoHRV
Councillor C Turley	Matters relating to FoHRV, SBPC
Councillor S Vaughan-Hodkinson	Matters relating to FoHRV, SBPC and FoTTP
Councillor J Johnson	Matters relating to Human Resources and HPS
Councillor H Unwin	Matters relating to RCC, Randlay Rockets, RPS, FoHRV and SBPC
Katrina Baker	Hollinswood Primary School (Governor)

FA22/802 Minutes of the meeting held on 23rd May 2022

It was proposed by Cllr Johnson and seconded by Cllr Turley, with one abstention, all were in favour and thus it was

RESOLVED that the Minutes of the meeting held on 23rd May 2022 are a true record and they will be signed by the Chairman.

FA22/803

Matters Arising

None

FA22/804

Financial Reports

a) Current Balances and Investments

The balances at the end of June 2022 have been circulated. There remains £80,000 in the investment account. The current account balance is £223,971.39.

b) Payments

A full list of all payments in June had been circulated to Members. Members were asked to contact the Clerk if they had any questions.

c) Payments of £500

In accordance with the Transparency Code, details of all payments over £500 appear on the website.

d) Payments Against Budget

Details, as at the end of the first quarter, are available. There are no overspent budgets.

e) Grant Application

Councillor Vaughan-Hodkinson declared an non-pecuniary interest

An application had been received from Friends of Telford Town Park to assist in the purchase of tools for the gardening group, paint for the new storage shed, paint for metal railings at the Maxell and Chelsea Gardens.

It was proposed by Councillor Snell and seconded by Councillor S Unwin, with one abstention, all were in favour and thus it was

RECOMMENDED that a Grant of £150.00, as requested, be made available to Friends of Telford Town Park.

FA22/805

Governance Report

a) Risk Management

The three community buildings have been re-assessed and valued, all had increased in value and therefore an additional insurance premium had been necessary.

b) Assets

There had been a number of new assets purchased, these have been added to the asset register and the insurance company has been informed.

c) Accidents and Near Misses

There were no accidents or near misses recorded.

d) TW / PTC Agreement

The document has now been completed and forwarded to all PTCs for their information and commitment. The document will appear on a Cabinet Agenda, for ratification, in September.

e) Internal Audit Checks

Orders / Purchases / Payments / Recording
1st September 2022 10am

Councillors SU and CT

Health & Safety
26th August 2022 3.30pm

Councillors HU and JJ

Employment
23rd August 2022 5.30pm

Councillors VH and SVH

FA22/806

Other Matters

Parish Strategy and Meetings

Over the years, the Parish Council Members and Staff have recognised the importance of the Parish Strategy and also the process in which to create and update it. This is now a five-year plan and has proven to be invaluable as we plan ahead with new projects and commitments.

The first part of the process will take place on 26th September, from 7pm in the Council Chamber where Members will consider the achievements throughout the last year and look at outstanding projects.

The second part of the process will take place on Saturday 8th October from 10am, it may need to continue into the afternoon and the Chairman offered to treat everyone to lunch from the nearby chip shop at Randlay.

In order to gather views of local residents, user groups and partners, a survey will be created and circulated (we may wish to use survey monkey on this occasion).

Removal of logos and information from the redundant parish vehicle

In order to advertise the van as for sale, Members agreed that £80 should be spent as soon as possible to remove the logos and parish information.

FA22/807

Date of the next meeting

3rd October 2022 8pm.

Council Chamber

The Chairman thanked Members for their contributions and closed the meeting at 8.30pm.

Signed**Date**