



FINANCE COMMITTEE

MINUTES OF MEETING HELD

7.00pm, THURSDAY 18th JUNE 2009

Catshill Village Hall, Golden Cross Lane

Present Cllrs P Baker, M Knight, Mrs M Owen, G Witcomb

In attendance Clerk : Mrs G Lungley

1. Election of Chairman

It was agreed to elect Cllr M Knight as Chairman of this committee.

2. Apologies None received

3. Declarations of Interest

None declared

4. Adjournment for Public Question Time

There were no representations from the public

5. Approval of minutes of previous meeting

The minutes of the meeting held 05/03/2009 were approved and signed.

6. Feedback from previously discussed items

- a) **Chairman's Chain of Office** – alternative quotation awaited.
- b) **NWWA meetings** – (North West Ward Association) yet to be arranged.
- c) **Freedom of information publication scheme** – yet to be uploaded to parish council website.
- d) **Lone Worker Protection** – agreed by the Parish Council.

7. Completion of Annual Return

The Annual Return had been completed. As required (Accounts and Audit Regs) the accounts were currently available for public inspection until 25/06/09; the Return had been sent to the External Auditor.

8. Finance Update

The expenditure and income to date was compared to the budget, as attached; additionally the bank reconciliation to 08/06/09 was circulated.

9. Donations/Grants-giving Procedure

It was agreed to consider requests for grant-aid at the same time as the annual budget is set. **It was agreed** to write to NWWA Executive Committee to invite discussion on their long-term strategy and management plans.

10. Contribution to the Newsletter

A note would be included in the next newsletter regarding provision of grants and the budgetary process, and providing a summary of this council's Donations Policy.

11. Date and time of next meeting

The next two meetings were arranged for Thursday 17/09/2009 and Thursday 22/10/2009, both starting at 7.30pm.

This meeting ended at 8.10pm

Signed.....
Chairman, Finance Committee

Date.....