

7.30pm, THURSDAY 17<sup>th</sup> SEPTEMBER 2009

Catshill Village Hall, Golden Cross Lane

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

In attendance Clerk : Mrs G Lungley

1. Election of Chairman for this meeting

**In the absence of the Chairman** it was agreed to appoint Cllr Witcomb to chair this meeting

2. Apologies Cllr M Knight (business commitments)

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 18/06/2009 were approved and signed.

6. Appointment of vice-chairman for this committee

It was agreed to appoint Cllr Mrs M Owen to be the vice-chairman.

7. Feedback from previously discussed items

- a) **Chairman's Chain of Office** – now purchased and in Chairman's safe-keeping.
- b) **Freedom of information publication scheme** – ready for publication to p c website.
- c) **Lone Worker Protection** – scheme running well.
- d) **NWWA meetings** – meeting arranged for 01/10/2009 starting at 7pm; NWWA statement of accounts for financial year ending March 2009 was circulated and discussed.
- e) **Result of external audit** – Clement Keys (external auditor) had returned an unqualified opinion; the public notices had been displayed as required. Independent internal auditor's recommendations regarding recording of assets and security/fire-proofing of documents to be heeded.

8. Finance Update

The expenditure and income to date was compared to the budget, as attached, with areas of under/over spending noted; additionally the bank reconciliation to 08/09/09 was circulated.

9. Consideration of grants to be made during 2010/11 financial year

A request had been received from NWWA regarding next year's Fun Day in time for consideration when setting next year's budget; it is anticipated that a request for grant funding will also be made for the annual Bonfire Night celebration. Both to be borne in mind when setting the budget and deciding the precept in the light of this council's aims and objectives which are to be drafted by Cllr Baker.

10. Contribution to the Newsletter

It was suggested the Freedom of Information schedule be included in the next newsletter and a note of the community benefits that have been supported by the parish council over the last year including Fireworks, Fun Day, Remembrance Day Service and a new bus shelter. It was also suggested to contact the other tiers of local government for items.

11. Date and time of next meeting

The next meeting is to be held on Thursday 22/10/2009, starting at 7.30pm.

This meeting ended at 8.55pm

Signed.....  
Chairman, Finance Committee

Date.....  
22/10/2009