

**MINUTES OF BARNTON PARISH COUNCIL  
FINANCE & GENERAL PURPOSES COMMITTEE OF  
MONDAY 31ST JANUARY 2011**

**PRESENT:-** Messrs: K. Reading and M. Schott  
Mesdames J. Hughes, H. Kirsopp, D. E. Gray and A. Robinson

**APOLOGIES :-** Mr. S. Harazny & Mrs. C. Wilson.

**MINUTE F&GP 115/1/11 – DECLARATION OF RESERVES:**

Cllr Mr. M. Scott for Mrs C. Wilson

**MINUTE F&GP 116/1/11 – DECLARATION OF INTERESTS:**

None declared

**MINUTE F&GP 117/1/11 – URGENT PROVISION:**

None Declared

**MINUTE F&GP 118/1/11 – QUESTION TIME / OPEN SESSION:**

No members of the Public were present.

**MINUTE F&GP 119/1/11 – MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE :-**

The Minutes of the meeting held on the 8th November 2010 were:

APPROVED

Proposed: Mr. K. Reading                      Seconded Mrs A. Robinson                      Unanimous

**MINUTE F&GP 120/1/11 – FINANCIAL AND BUDGET STATEMENTS:**

i) Financial Statements for November 2010, December 2010 & January 2011  
The Clerk gave details to Members of 3 Cheques which had been cancelled  
101854 - which had been sent to the wrong address and had eventually been  
returned to the Parish Council and had been cancelled. A replacement cheque had  
been issued

101856 which had been cancelled and sent to the Public Works Loan Board as part of  
the requirement for obtaining the Loan.

101872 which had been made out for an invoice already paid in error and had been  
cancelled

The Clerk also gave details of Income received during January 2011

The Financial Statements for November 2010, December 2010 & January 2011 were

APPROVED:

Proposed: Mrs A Robinson                      Seconded: Mr K. Reading.                      Unanimous

**MINUTE F&GP 120/1/11 – FINANCIAL AND BUDGET STATEMENTS: (Continued)**

ii) Budget Statements for November 2010, December 2010 & January 2011

The Clerk stated that the Budget Statements were not a Public Document they were introduced several years ago at the Request of Members of the Parish Council so that they were aware of the current state of Budget and what had been spent in each Budget vote.

The Clerk agreed that although not part of the original Budget for 2010/11 he would amend and reissue the January Budget Statement and add two additional lines for the Purchase of Gunnersclough Woodland and the Multi Unit Games Wall

The Budget Statements for November 2010, December 2010 & January 2011 were

NOTED

**MINUTE F&GP 121/1/11 – ENDORSEMENT OF INVOICES:**

The following invoices paid in November 2010, December 2010 & January 2011 were presented for endorsement

101844 Prism Design & Print (Tunnel Top Nov. Edition)	346.64
101845 Mr G J Steele (Rec. Grds. Safety Insp. - April to Nov.)	400.00
101846 Viking Direct (Stationery)	93.24
101853 Royal British Legion (S137 -Donation for Poppy Appeal)	50.00
101857 Barnton Memorial Hall (Room Hire November)	61.50
101858 Newsquest (North West) Ltd (Advert for Clerk's Vacancy)	235.00
101859 Cheshire Police Authority (P C S O Funding)	11800.00
101860 P C World/Curry's (Laptop Computer)	549.98
101862 Cheshire West & Chester Council (Litter Collection)	362.19
101869 Scottish Power (NRRG Lights)	70.51
101870 Cheshire West & Chester Council (Litter Collection)	362.19
101871 United Utilities Water Plc	16.03
101873 Newsquest (North West) Ltd (Advert for Parish Clerk)	463.73

AGREED

Proposed: Mrs A. Robinson

Seconded Mr M. Schott

Unanimous

## **MINUTE F&GP 122 /1/11 – BUDGET FOR 2010/2011**

The Clerk had provided a comprehensive financial statement of accounts to 31st January 2011 for all members of the Council. The projected overspend on the 2010/11 budget was £1993.23. On the bottom of page 2 of the report the Clerk had listed 4 financial transactions that the Finance and General Purposes to consider if the Financial Statement was acceptable to them

1. Payment of the Vat Refund to the Barnton Mad Youth Club.	£1133.11
2. Transfer of Funds for Gunnersclough Woods to the Earmarked Reserve	£4386.34
3. Transfer from the Earmarked Reserve of Funds to pay for the Games Wall	£4126.72
4. Transfer from the Earmarked Reserve of Funds to pay Planning Applications	£502.50

The total transfer from the Earmarked Reserve to the H I B No 1 High Interest Business Account will be if Members agree to the above transfers will be £242.88 As and from 1st February 2011 the Monthly Financial Statement of Accounts will be amended to show these transactions as follows

### **HIGH INTEREST BUSINESS ACCOUNT No. 1.**

OPENING BALANCE	20825.72
PLUS TRANSFER FROM EARMARKED RESERVE	242.88
TOTAL	<u>£21068.60</u>

### **HIGH INTEREST BUSINESS ACCOUNT No. 2.**

EARMARKED RESERVE FOR RECREATION GROUNDS	8537.64	
LESS UNFUNDED ELEMENT OF PURCHASE OF M. U. G. W.	4126.72	<b>£4410.92</b>
EARMARKED RESERVE FOR LAND PURCHASE	9057.33	
LESS PLANNING APPLICATION FEES	502.50	<b>£8554.83</b>
EARMARKED RESERVE FOR GUNNERSCLOUGH WOODS		<b>£4386.34</b>
TOTAL		<u>£17352.09</u>

That the above transactions and the 2010/11 Budget overspend be APPROVED

Proposed Mrs A. Robinson      Seconded Mrs J. Hughes      Unanimous

It was further agreed that if necessary for the employment of the New Clerk and to provide him with the necessary equipment (computer/software, printer, etc.) that a sum not exceeding £2300 could be transferred from the H I B Earmarked Reserve Account in anticipation of the sum that had been provided in the 2011/12 Precept and replaced when the Precept is received.

APPROVED

Proposed Mrs A. Robinson      Seconded Mr. K. Reading      Unanimous

**MINUTE F&GP 122 /1/11 – BUDGET FOR 2010/2011 (CONTINUED)**

The loan of £15000 less £25 Arrangement Fee had been received from the Public Works Loan Board and the 1st Payment was due on 12th July 2011. The loan was over a 10 year period and payments would be made every 6 months on 12th January and 12th July in each year. The cost of the loan was £1500 per annum plus interest on the principal of 3.54% (£531) Which would equate to two payments of £1015.50 in 2011/12. The Clerk stated that the sum remaining of £4106.34 remaining unspent and transferred to the Earmarked Reserved (less the £280 received in donations) plus the interest on that sum would need to be included in the Section 137 Budget in 2011/12

The Clerk Reported that he had reclaimed Vat to 31st December 2011 to a total of £5414.57 which included £133.11 due to the Barnton Mad Youth Club. Only one Invoice which had been received after 1st January 2011 (paid on 6th January 2011) and which was dated the 23rd December 2010 for £53.94 now remained outstanding to reclaim

**MINUTE F&GP 123/1/11 - INTERNAL AND EXTERNAL AUDIT OF ACCOUNTS**

The Clerk reported that he had discussed this issue with our Internal Auditor Mr. N. Jenkins of UHY Hacker Young and that following the Full Council Meeting on Monday 28th February 2011 the Clerk would take all the Documents to Mr. Jenkins for an 11 month Audit of the Accounts to the end of February 2011. All that would then be necessary would be for the New Clerk to present a one month audit to finalise them and complete the Local Councils Annual Return for the year ended 31st March 2011. The Clerk would also complete the Parish Council Financial Statement of Accounts to the 31st March 2011

NOTED

**MINUTE F&GP 124/1/11 - LOCALISM BILL - REAL PLANNING POWERS ADDED TO THE PARISH** This had been placed on the Agenda by the Chairman so that Members could be made aware of what was being proposed by Government with regard to. Local Planning Issues and that she was not recommending we subscribe to this particular journal and that undoubtedly further information would be promulgated on this issue in due course

NOTED

**MINUTE F&GP 125/1/11 – RISK ASSESSMENT FOR 2010/11**

The Clerk reported that it would be necessary as part of the Audit process to have a Risk Assessment carried out before the end of March 2011. The Chairman gave members a brief update on what this entailed. The Clerk stated he would discuss this with the Deputy Clerk who had done this for the year ending 31st March 2010 and that it would be advantageous if the New Clerk could receive an induction on the Risk Assessment Software Programme which we had bought whilst the new Risk assessment was being carried out.

The Clerk also agreed that for those new Members who may have not seen the Risk Assessment he would circulate the 2009/2010 Risk Assessment for them to peruse.

NOTED

Chairman ..... 14th March 2011