

**MINUTES OF BARNTON PARISH COUNCIL  
FINANCE & GENERAL PURPOSES COMMITTEE OF  
MONDAY 7th JUNE 2010**

**PRESENT:-** Messrs: Harazny, Daniels & Buckingham  
Mrs H Kirsopp, Mrs J Hughes and Mrs C Wilson

**APOLOGIES :-** Mrs A Robinson

**VISITING COUNCILLORS :** Mr R Hearsey & Ms V Vickers

**MINUTE F&GP 064/06/10 – DECLARATION OF RESERVES:**

Mrs J Hughes for Mrs A Robinson

**MINUTE F&GP 65/06/10 – ELECTION OF CHAIRMAN:**

AGREED: That Mrs H Kirsopp, be elected Chairman of the Finance & General Purposes Committee:

Proposed: Mrs C Wilson                      Seconded: Mrs J Hughes                      Unanimous

**MINUTE F&GP 066/06/10 – ELECTION OF VICE CHAIRMAN:**

AGREED: That Mrs C Wilson be elected Vice Chairman of the Finance & General Purposes Committee:

Proposed: Mr R Daniels                      Seconded: Mrs H Kirsopp                      Unanimous

**MINUTE F&GP 67/06/10 – DECLARATION OF INTERESTS:**

None declared

**MINUTE F&GP 068/06/10 – URGENT PROVISION:**

None declared

**MINUTE F&GP 069/06/10 – QUESTION TIME / OPEN SESSION:**

No members of the Public present.

**MINUTE F&GP 070/06/10 – MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE:**

The Minutes of the meeting held on the 29th March 2010 were:

APPROVED

Proposed: Mr S Harazny    Seconded: Mrs C Wilson    5 For    0 Against    1 Abstention

**MINUTE F&GP 071/06/10 – FINANCIAL AND BUDGET STATEMENTS:**

i) Financial Statements for April and May 2010

APPROVED:

Proposed: Mrs C Wilson    Seconded: Mr S Harazny    Unanimous

The question of the amount which could be added to the precept was raised and the Clerk stated that the cost of a specific item could be added, but that the amount of money involved would have to be acceptable to council tax payers

ii) Budget Statements for April and May 2010

NOTED

**MINUTE F&GP 072/06/10 – ENDORSEMENT OF INVOICES:**

101749 Mr G Steele (Playground safety Inspection)	£150.00
101750 Barnton Memorial Hall (Room Hire)	£ 51.00
101751 United Utilities (Water Fountain)	£ 14.38
101759 Cheshire West & Chester Council (Litter Collection)	£351.62
101760 Scottish Power (NRRG Lights)	£ 48.74
101772 Barnton Memorial Hall (Room Hire - March)	£ 14.00
101773 Prism Design & Print (Tunnel Top)	£346.64
101775 Sutcliffe Play (parts for Play Equipment)	£ 23.66

AGREED:

Proposed: Mrs H Kirsopp

Seconded: Mrs C Wilson    Unanimous

**MINUTE F&GP 073/06/10 – RISK ASSESSMENT:**

The Chairman had circulated a list of actions and responsibilities which required attention over the next few weeks, particularly in relation to the documentation of the duties of key staff, staff training and appraisal, together with Disclaimer notices on Parish Council publications (including Website information).

The adoption of the recommendations indicated further reports to future meetings of the Parish Council and additional budget provision.

RECOMMENDATIONS AGREED:

i). That staff appraisals should commence in September 2010

ii). That a report be submitted to the next Full Council meeting recommending the appointment of Members to review the contents of the Newsletter and the Website, with the voluntary offers of assistance from Mrs H Kirsopp and Ms V Vickers being noted

iii). That the Website should include an opportunity for readers to complete an evaluation of the content

iv) That an evaluation of the distribution and costing relating to Tunnel Top be undertaken

v). That the Terms & Conditions of employment relating to all staff be reviewed with the voluntary offer of assistance from Mrs H Kirsopp and Ms V Vickers being noted

Proposed: Mrs H Kirsopp

Seconded: Mrs C Wilson

Unanimous

**MINUTE F&GP 074/06/10 – PARISH PLAN GROUP ACCOUNTS:**

AGREED: That the current balance of £177.63, be transferred to the Parish Plan Group account:

Proposed: Mrs C Wilson

Seconded: Mr S Harazny

Unanimous

Chairman:.....Date: 19th July 2010