

## HOCKLEY HEATH PARISH COUNCIL

Minutes of Finance & General Purposes Committee held on Wednesday, 19<sup>th</sup> September, 2007 at Cheswick Green Village Hall. The meeting commenced at 7.00 p.m.

### **Present:-**

Cllr D Skelding	Chairman
Cllr P Seddon	Vice Chairman
Cllr B Brown	
Cllr R Holt	
Cllr B Lintern	
Cllr M McCarthy	

Mrs D Weir	Clerk
Members of the Public : PCSO Shale	

### **Minute 23/2007 - Declarations of Interest**

There were no declarations of interest.

**Apologies:** received from Cllr Vine

The **Minutes of the Finance & General Purposes Committee Meeting held on 18<sup>th</sup> July 2007** had been circulated. **IT WAS RESOLVED:-** that the Minutes be approved.

### **Matters Arising from the Minutes**

There were no matters arising.

### **Minute 24/2007 – Finance**

a) bank balances as at 31 <sup>st</sup> August 2007	
Moneymarket Account	£50,000.00
Enterprise High Interest Account	£23,423.81
Current Account	£8,647.17
b) Income	
VAT refund	£7,997.00
Precept - second instalment	£52,500.00
c) List of payments	
West Midlands Police	£2,058.22
Recharge for services of PCSO April to June	
Zurich Municipal Subscription Renewal	£99.88
Stansgate Planning Consultants Submission re RSS on behalf of Parish Council	£344.24
Verdant plc July	£186.97

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BT Business rental/internet service	£123.30
Record RSS Ltd Provision of Sign at Hockley Heath	£117.50
Solihull MBC Britain in Bloom – hanging baskets Dickens Heath	£3252.96
Meadowfields Grounds Maintenance July	£1305.68
Meadowfields Grounds Maintenance Additional fee for Importing 2 tons of soil - level, seed to provide adequate finish to football pitch)	365.45
Meadowfields Grounds Maintenance Additional fee for storage/putting up Goalposts.	£76.38
Meadowfields Grounds Maintenance August	£1,291.25
West Midlands Police Sponsorship of pedal cycle & ancilliary Equipment - S.31 Local Government & Rating Act 1997	£800.00
WALC Local Council Review subscription	£156.00
D M Weir Clerk's Mileage July/August	£69.23
D M Weir Reimbursement of postage	£18.06
Paper & Print 2 A3 laminated colour posters & Artwork	£18.80
Paper & Print Agenda papers for meeting	£94.90
J Pettinger Material for Parish Council Stall at Dickens Heath Village Fayre	£30.00
Dickens Heath Community Association Donation towards social activities S.137 Local Government Act 1972	£500.00

Lyreco Stationery inc laser cartridges/fax refill	£213.81
T Mousley & Son Tree Surgery - Interim Account Hockley Heath Recreation Ground	£3,395.75
Clement Keys External Auditor's fee	£646.25
T Phillips Repairs to bench	£55.00
BT Calls – business line	£105.02
<u>Payments made since last meeting</u>	
WALC Membership Subscription 2007/08	£825.00

**IT WAS RESOLVED:** that the above payments be approved.

#### **Minute 25/2007 - Budgeting Process – Review**

Members discussed the budgeting process and noted Cllr Seddon's request for a cashflow analysis and forecast as the bank reconciliation did not predict if the budget was on target. Cllr Holt stated that it was difficult to predict if the budget was on target at a particular time especially with the income being received half yearly. It was felt that the bank reconciliation and summary of income and expenditure provided were adequate.

Cllr Seddon requested a reconciliation in December. The Clerk explained the difficulty in that she had to wait for bank statements and bank statements for November would not be received until after the December meeting.

#### **Minute 26/2007 - Parish Council policy – Donations S.137**

Cllr Seddon stated that he had no comments to make.

#### **Minute 27/2007 - April–July – Reconciliation Summary of Income and Expenditure**

Members noted the bank reconciliation and summary of Income and Expenditure circulated by the Clerk.

#### **Minute 28/2007 - Any Other Business**

Cllr Seddon requested delegation of functions and budget to the Finance & General Purposes Committee for grounds maintenance/tree surgery/dog faeces/litter collection be placed on the agenda of the Parish Council Meeting. He confirmed the recommendation to be for transfer of existing budgets.

Members noted that the next meeting would be held on 17<sup>th</sup> October 2007 at Tidbury Green Village Hall.

The Chairman closed the meeting at 7.25 pm.

