

**MINUTES OF A MEETING OF THE FINANCE COMMITTEE OF MOULTON PARISH COUNCIL held in the VILLAGE HALL, MOULTON on MONDAY 28<sup>th</sup> APRIL 2008 at 8.00pm.**

**Present:** Cllrs. D. Watkinson – Chair  
A. Burgess and P. Vernon

**In attendance:** E. Beech - Clerk

**01 Apologies for Absence**

None received.

**02 Declarations of Interest**

Cllr. Burgess – IMMPS

**03 Minutes**

**Resolved:** that the minutes of the meeting of the Finance Committee held on 26<sup>th</sup> November 2007 be agreed.

*Proposed:* Cllr. Watkinson      *Seconded:* Cllr. Burgess

**04 Matters Arising**

Council Assets (item 08)

Noted sale of second hand printer toner drum and cartridge for £20.00.

**05 2008/09 Budget**

Reviewed 2008/09 budget in light of the outturn of the 2007/08 budget and adjustments required on specific budget headings. Particularly noted the increase in the insurance premium to ensure appropriate cover for the new playgrounds and that over 50% of the premium for property damage cover relates to the facilities at the playing field.

**Resolved: that**

- a) the 2008/09 final budget be recommended to the Council for approval
- b) the Council be recommended to re-charge the Playing Field Trust 50% of the insurance premium for property damage cover; to take effect for the current year and be subject to annual review

**06 Insurance**

Reviewed the Council's insurance renewal information and schedule.

Noted all facilities relating to the new playgrounds are included in the schedule, cover for office contents has been removed, all cover is 'all risks' except for the fencing listed (MUGA, toddler/infant area and War Memorial) which is covered for 'impact only'

**Resolved: that** the insurance schedule for 2008/09 as revised be recommended to the Council

**07 Asset Register**

Reviewed Asset Register.

**Resolved: that** the revised Asset Register be recommended to the Council

**08 Internal Audit Arrangements**

Reviewed current internal audit arrangements:

- the Council authorises all expenditure, including that incurred under 3.4 of its Financial Regulations, and receives quarterly financial statements
- the Council appoints an internal auditor and receives quarterly inspection reports
- the Finance Committee reviews and makes recommendations on all aspects of the Council's financial responsibilities
- cash collected for garage rents is carried out in the presence of a Council Member
- receipts are issued for all cash received.

**Resolved: that** the Council be recommended that its internal audit arrangements are sufficient.

#### **09 Request for Funding**

Cllr. Burgess declared an interest in this item as a Committee Member of IMPPs

Received the Council's authorisation to consider a request from IMPPs to cover the cost of paper and printing for its recent Newsletter, noting IMPPs volunteers have arranged the printing and distribution of the Council's newsletter.

**Resolved:** that the total cost of £94.34 for the latest IMPP's News be funded.

#### **10 Next Meeting**

**Resolved:** that the next meeting be held on 29<sup>th</sup> September 2008 at 8.00pm, the agenda to include:

- consider grant applications

There being no further business, the meeting closed at 9.15pm.