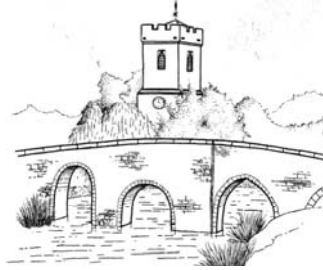


BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Minutes of the Finance and Strategy Committee held on Monday 10th July 2006 at 7.30 pm in the Parish Meeting Room, Bramley Way, Bidford-on-Avon

It was proposed and, as there were no members of the public for the Planning Committee Meeting, it was unanimously agreed, that this meeting precede the Planning Committee Meeting, as the Chairman had to leave early to attend another meeting.

PRESENT:

Cllr. Gerrard – Chairman

Cllrs. Mrs. Keeley, Langston, Sandle, Smith, Spiers and Ms. Varga

1. APOLOGIES

Apologies received and accepted from Cllrs. Ms. Deacon, Hendey and Hiscocks

2. APPROVAL OF THE MINUTES OF THE FINANCE AND STRATEGY MEETING OF 12TH JUNE 2006

Proposed by Cllr. Mrs. Keeley as being accurate and signed by the Chairman of the Committee

3. ANNUAL ACCOUNTS –INTERNAL AUDITORS REPORT

There were two cheques issued during the financial year which were queried by the internal auditor

- Explanation of the first is that the invoice presented had an addition error and the cheque was replaced at the meeting. The Council noted that in future this alteration must be minuted
- Explanation of the second, is that there was an error in the amount of the cheque and again this was reissued at the meeting. As with the first, the Council noted that in future any alteration must be minuted.

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- The difference in the bank balance, which is £20, is due to an advance of cash given to one of the contractors on a permanent basis. The Council noted this should be noted in future as a debtor.
- The Council noted that in future the budget must be initialed by the Chairman when it is approved, the same as with the minutes.
The Council also noted that a copy of the budget, signed by the Chairman of the Finance and Strategy Committee when they are approved by the said Committee, should be attached to the minutes of that meeting.
- The Council agreed that although members are aware that the General Administration figure relates mainly to the salaries of the Council's employees, it would be beneficial if an analysis of these and the miscellaneous expenditures are supplied as an attachment to the account.
- Regarding the reserve, members agreed that it had been a Council decision to ensure reserves were at a level that represented the expenditures of between 6 and 9 months. The Council noted that members should note this at the budget meeting and it be minuted.
- The Council noted the comments made regarding a resolution made outside of the Planning Committee Meeting in April 2005 – it noted that the note of the resolution was reiterated within the minutes of the meeting under the item "for information". The Council accepted that in future it should be more careful to ensure resolutions are only taken within the meeting itself and not during the public forum.

4. INSURANCE FOR BASKET BALL

The annual cost to insure the basket ball court, excluding the surface, it would be £466.72. The cost of replacing the court would be in approx. £35,000. It was therefore agreed that insurance should seriously be taken. However, the clerk should establish to points :

- Is it possible to remove the £250 excess currently imposed by the insurers (the clerk has in fact already written to them regarding this and is awaiting their reply)
- Can the basketball court be replaced in sections which would reduce the cost in the event of a claim

5. BIG MEADOW – REPAIR OF THE MENS TOILET ~

Most of the work has been carried out, bar the replacing of one of the WC pans. The possibility of replacing it with a steel pan was discussed but, the difference in cost being between £300-400 and the insurance company not paying this difference, it was agreed to replace it with a normal porcelain pan.

6. DONATION REQUEST

Request received from Mark Smith for a donation towards the cost of setting up thje Vintage Gathering. It was agreed to donate £100. The clerk to send a thank you and congratulations letter on a great day out.

7. PAYMENTS

As resolved at the Parish Council Meeting in June, a cheque in settlement of an invoice from G & G Williams for the extension work at the Crawford Hall, which was supported by Contract Administrators Certificate No. 2 was issued and it was resolved that it should be signed by Cllrs Sandle and Spiers

8. REVIEW OF NEW CONTRACT OF EMPLOYMENT FOR THE RFO

It was resolved that the Terms and Conditions set out in the Contract should remain. The Clerk to invite the RFO to meet with the Staffing Committee to try and resolve the issued in accordance with the proper regulations. In the event of the meeting taking place before the return of Cllr. Ms. Deacon, a member of the Staffing Committee, it was resolved Cllr. Ms. Varga should replace her.

The meeting closed at 9.40 pm