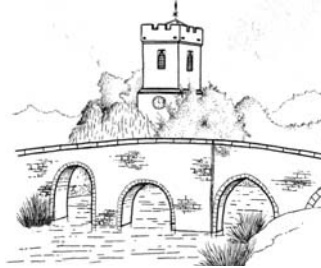


BIDFORD ON AVON PARISH COUNCIL

In the County of Warwickshire



Minutes of the Finance and Strategy Committee held on Monday 17th August 2009 at 7.00 pm in the Parish Meeting Room, Bramley Way, Bidford-on-Avon.

PRESENT:

Chairman : Cllr. Gerrard
Cllrs. Mrs. Keeley, Hendey, Hill, Hiscocks, Langston, Sandle Spiers and Williams

In attendance : Mr. Hully – Responsible Financial Officer to the Parish Council and Elisabeth Uggerløse, Clerk to the Parish Council

1. APOLOGIES

There were no apologies

2. DECLARATION OF INTEREST ON ITEMS ON THE AGENDA

All members of the Council are reminded that in order to comply with the Code of Conduct adopted by the Parish Council on 20th August 2007 if any matter arises during the meeting in which they have Declared an Interest which could be prejudicial, they should withdraw from the room and not seek to improperly influence a decision about that matter

- *Cllr. Gerrard declared an interest in Item 7 (NALC Leadership Academy 2009)*
- *Cllr. Williams declared an interest in Item 7 (Upgrade of the council's photocopier)*

3. APPROVAL OF THE MINUTES OF THE FINANCE AND STRATEGY MEETING OF 7TH JANUARY 2009

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

4. PUBLIC FORUM

There were no members of the public present

5. TO CONSIDER PROPOSAL FROM THE RFO REGARDING "BUDGETARY CONTROL AND EXCEPETION MANAGEMENT" (circulated)

Following comments made by the Internal Auditor regarding budgetary control, which had been accepted by the Parish Council (PC Mins. June 2009/10) The Chairman met with the RFO and Clerk to discuss how to implement this and it was agreed the RFO would prepare a proposed policy on Budgetary Control and Expense Management as well as a Budget Virement Policy.

These proposals had been circulated and the Chairman proposed that:

- The Budgetary Control and Exception Management paper be adopted
RESOLVED : the document was adopted
- The Budget Virement Policy, with appropriate amendments, be presented to full council for adoption
RESOLVED The Committee to recommend adoption of a Budget Virement Policy at the next Parish Council meeting of 24th August 2009

6. TO REVIEW THE QUARTERLY ACCOUNTS APRIL-JUNE 2009 (circulated)

The figures provided were accepted and noted

7. TO CONSIDER THE FOLLOWING EXPENDITURES:

- Attendance of Council's Vice-Chairman to NALC Leadership Academy 2009 (16th – 18th Sept.) – cost £703 which includes all accommodation, refreshments and meals
RESOLVED Cllr. Gerrard (Vice Chairman of the Council) attend this event
- Upgrade of the Parish Office photocopier contract (postponed from the July Parish Council Meeting as more information required)
It was proposed the new contract be accepted subject to the following:
 - Confirmation that the existing lease is settled
 - Free copies to be cumulative and accounted for at the end of each 12 month period
 - Terms and conditions :
 - Item 5c (Service Limitation) to be excluded
 - Item 7.2.1. (Charges) to be excluded
 - Goodwill token of £150 plus the credit of £28.75 to be remitted by cheque on the signing of the new lease

RESOLVED to accept the proposal at the next Parish Council meeting
subject to receiving written confirmation of the above

The meeting ended at approx. 7.35 pm.