

Tidenham Parish Council

Finance and Probity Committee 2016/17 – Page 2

Minutes of a meeting of the Finance and Probity Committee of the Parish Council held on Wednesday 7th September 2016 at 7pm in the War Memorial Hall, Tutshill.

Present: Councillors; Ford, Gregory, and Powell
Officers; Mrs C Hinton (Clerk).

1. **ATTENDANCE**

- a) **Resolved to receive** apologies for absence from councillors Bollen and Molyneux.
- b) **Resolved to accept** those apologies received with reasons for absence from councillors Bollen and Molyneux
- c) In the absence of Councillor Bollen, Councillor Ford acted as Chair for this meeting

2. **DECLARATIONS OF INTEREST**

Resolved to receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and in accordance with the provisions of the Localism Act 2011 in respect of members.

There were none received

3. **MINUTES OF PREVIOUS MEETING**

- a) **Resolved to approve as a correct record** the minutes of the meeting held on 1st June 2016.
- b) There were no questions arising from those minutes for the Committee to consider.

4. **PUBLIC CONSULTATION**

There were no members of the public present.

5. **PARISH CLERK'S REPORT**

Resolved to note.

6. **CASH BOOK ENTRIES**

- a) **Resolved to approve** the accuracy of the Cash Book entries to 31st July 2016, which had been checked by Councillor Bollen prior to the meeting
- b) **Resolved to note** Budget Monitoring Sheet 2016/2017 – Clerk to add S&BVH Ground Clearance in October and explanation of current expected underspend.

7. **QUARTERLY FINANCIAL CHECKS**

Five cheques and supporting paperwork were checked and found to be correct.

8. **GRANT APPLICATIONS**

Resolved to note no grant applications had been received.

9. **EXTRA FINANCIAL CHECKS**

Resolved not to introduce further financial checks, councillors being satisfied that current quarterly checks of the Cash Book and Budget Monitoring spreadsheets and a sample 5 payments against cheques/invoices, along with monthly Bank Reconciliation and Accounts sheet, met audit requirements.

10. **FUTURE MEETINGS**

To note the date of the next meeting – 30th November 2016

The meeting concluded at 7.36pm