

DRAFT BEFORE APPROVAL

**Minutes of the meeting of the Finance and Budget Committee
on Thursday 29th June 2017**

Present: Chair Peter Minihan
Councillors John Nicol and Tim Wright
Treasurer Chris Hoy

1. **Apologies** - None
2. **Declaration of Interests** - None
3. **Appointment of Chair 2017 – 2018** - Peter Minihan
4. **Appointment of Minute Taker** - Chris Hoy Treasurer
5. **Minutes of previous meeting 30/11/16** - Agreed and signed by Chair
6. **Terms of Reference** - Agreed
7. **Register of Assets** - The Treasurer provided a list of assets for the committee to consider and make additions or amendments. These items considered have not been registered with the external auditors until the full council committee have agreed with the proposals on Weds 5th July. A final list will be compiled for publication on the Parish website, land assets have already been reported to the external auditors. Valuations were then recommended.

The list is as follows and NOT Recorded with Auditors:

- Grass cutting equipment - Already valued with insurers.
- Old School - Already valued with insurers.
- Fishing limit sign - Cost already known
- Defibrillator Signs x 2 - Cost already known
- Bench at Scaur Green - Cost already known
- Parish Notice boards x3 - **£75 each**
- Benches at Recycling Centre – believed 3 exist; Treasurer will check **£250 each**
- Parish Seats - Jubilee Seat on main road **£500, on Carlisle road £100, top of Fiddlers lane £100**
- Sparrows by tree **£100, at Colin Designs £100** plus hand rail **£100**
- Clerk's Laptop **£500**
- Goalposts in Sports Field were considered for removal.

The War Memorial - The Treasurer is of the opinion that this has been adopted by the council, the committee is asking if any formal documentation is available to confirm the adoption. The Clerk has been asked to investigate any historical detail to confirm the status. If adoption has been clarified with the Church then a nominal value of **£1**.

**Will Pool Equipment, Street Lights at Village Hall and Commemorative Stone Plaque for Millennium capsule and Will Pool are already registered with auditors.
The question now is does anyone have any further additions to the list.**

8. Review of Staffing Hours and Remuneration - The Committee agreed that after consulting the staff the current hours allocated is sufficient for the job requirements. However it is proposed that due to the experience and long service of both staff members and increase in their grade from SCP 16 to 17 is recommended. This equates to an increase of **£0.183 pence an hour**. The annual salary costs will increase by **£119.68** if adopted. The date of any increase is proposed from 1st Aug. The Treasurer has signed his contract of employment and the Clerk is expected to sign on Weds 5th July.

9. Current Budgetary Situation – The Treasurer is content that the Budget is on track; however the committee is extremely concerned about the wall at Bank Foot and the implications on the finances of the Parish. Should some allocation be made in the Budget and what will be the implications in trying to resolve the issue?

10. Comments on Financial Regulations for Governance Committee – No comments

11. Date for next meeting - Weds 8th November at 7.30 pm LVH.