

WALFORD PARISH COUNCIL

Minutes of Finance Committee Meeting



Held Wednesday 4th August 2021 at 7:30pm
At Walford Village Hall

Present: Councillors: Chinn, Akers, Evans, Whelan

In attendance: D Berry (Clerk)

1. **Apologies for absence:** - Councillors Cole, Drummond
 2. **Declarations of interest and written requests for dispensation:** - none
 3. **Adoption of Minutes of previous meeting:** - **resolved** to adopt the minutes of the meeting held on 2nd June 2021 as a true and accurate record
 4. **Public participation session:** - none
 5. **Financial information:** -
 - 5.1 **Resolved** to approve the bank statements and reconciliation for June & July 2021, councillor Whelan signed the statements
 - 5.2 Switching bank accounts has not yet been finalised.
 - 5.3 Accounting method will be deferred to December review, but the accounting statements will be presented in R & P format in the mean-time
 - 5.4 Risk register will be reviewed by councillor Whelan and the clerk for presentation to the next meeting
 6. **Payments:** -
 - 6.1 **Resolved** to approve the payments as per Appendix 3
 - 6.2 **Resolved** to ratify the payments on Appendix 3
 - 6.3 **Resolved** to approve the Clerk's 19 hours and WCSS Coordinator 8.25 hours overtime for June/July 2021
 - 6.4 **Resolved** to approve WCSS Coordinator holiday payment for 5 days
 7. **Year to date accounts:** - statement was presented for discussion
 8. **AGAR:** -
 - 8.1 A parishioner has commented on the accounts, and this is being addressed by the clerk
 9. **Insurance review:** - Policies are up to date and will be reviewed regularly against the risk register
 10. **Printing costs:** - **Resolved** to approve 70% of the cost for the clerk's printer ink @ £207.26 + VAT
 11. **Items for next meeting agenda:** -
 - 11.1 AGAR
 - 11.2 Banking arrangements
 - 11.3 Contractual check list for KBCL
 - 11.4 Budget preparation
 - 11.5 Risk register
 12. **Next meeting:** - 5th October 2021 – 7:30 pm at Walford Village Hall
- The meeting closed at 8:56 p.m.

SIGNED _____ DATE _____

Dave Berry... Clerk to the Council