

WALFORD PARISH COUNCIL

Minutes of Finance Committee Meeting



Held Wednesday 16th April 2025 at 7:00pm
At Walford Village Hall

Present: Councillors: Warburg – Chairman, Berry, Vine, Petersen.
In attendance: N Richmond (Clerk).

1. **Apologies for absence:** - Cllr Akers.
2. **Declarations of interest and written requests for dispensation:** - No written requests for dispensation were received or declarations of interest made.
3. **Adoption of Minutes of previous meeting:** - It was **resolved** to adopt the minutes of the meeting held on 4th December 2024 as a true and accurate record and they were signed by Cllr Warburg.
4. **Public participation session:**
No members of the public were present.
5. **Financial information:** -
 - 5.1. **To approve and sign bank statements and reconciliation up to 31st March 2025.**
The bank reconciliation was checked and signed by Cllrs Warburg and Vine and approved by the meeting.
 - 5.2. **To review and consider the year end accounts 2024-25.**
The accounts were reviewed and agreed. Discussion centred on areas where no or little expenditure had occurred namely training where none had been undertaken, and it was decided to put this on the next full council agenda, and public rights of way where little had been done.
 - 5.3 **To consider a draft AGAR.**
The draft AGAR was reviewed and the figures agreed with the exception of the assets figure. Cllr Vine asked if any of the items installed at the Howle Hill Memorial Garden should be included. Cllrs agreed that Cllr Warburg would consult with Cllr Watson and revert with a proposal of what to include and what values to place on anything included. Cllr Warburg proposed that the horse trough on Bulls Hill be included as an item identified as a parish asset, so it was agreed to include this in the year end assets register at a nominal value of £1 but not to include any HHMP assets until after discussions had taken place.
 - 5.4 **To consider what reserves to propose to WPC.**
Cllr Warburg advised that it was not necessary to declare reserve figures to full council, as any amount would be less than the precept figure, but that some element if not all the year end bank balance should be moved into the instant access 'reserve' bank account. Council having agreed previously to move the election reserve figure of £ 3,600 and the KBCL reserve figure of £ 3,215 into the instant access account Cllr Berry proposed that £10,000 be moved from the current account to the instant access account as a general reserve. This was seconded by Cllr Warburg and all voted in favour.
6. **Payments:** -
 - 6.1. **To consider and approve the payments on appendix 3.**
Cllr Berry proposed that the payments be authorised en-bloc. This was seconded by Cllr Petersen and all voted in favour.
 - 6.2. **To ratify the payments on appendix 3.**
There were no payments to be ratified.
7. **KBCL Performance Management Checklist.**
To review and sign the checklist following the 10th April 2025 inspection.
The completion of the visual inspection by Cllr Petersen and the clerk was noted. Cllr Vine enquired if any action was required to secure the electrical boxes which the clerk will follow up on.
8. **Items for the next agenda (no discussion).**
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9. To consider the date and venue of the next meeting.

No date was set. A further meeting will be arranged in June following the completion of the internal audit.

The meeting closed at 8.50 p.m.

SIGNED W. E. Warburton DATE 15/10/2025