

HESSLE TOWN COUNCIL
Finance & Personnel Committee
Wednesday, 12th May 2010 at 7.30pm
Small Front Room
Town Hall, South Lane, Hessle

MINUTES

Present: Councillors Bratley, Masson, Prattley, Redmore and R.D.Tress
(Chairman).

Mrs V.Evers – Financial Consultant

Apologies: Cllr.Morrow

13906 DECLARATION OF INTEREST:

13907 MINUTES OF PREVIOUS MEETING:

(Bratley/Prattley)

RESOLVED to confirm as a correct record the minutes of the meeting held on 14th April 2010 and authorise the Chairman to sign.

13908 CHAIRMAN'S COMMUNICATIONS:

a) ERYC – 60/40 Funded Replacement Lighting Programme – 2010/11:
(Chair/Prattley)

RESOLVED to note the information with no further action.

13909 FINANCE MATTERS:

a) Financial Reports to 31st March 2010 (Year-end 2009/10):

(Prattley/Masson)

RESOLVED to receive the Financial Reports to 31/3/10 after noting that the words 'Sage Licence' will be deleted from Line 20 forthwith.

b) Schedule 127 – Receipts & Payments:

(Prattley/Bratley)

RESOLVED to receive Schedule 127 to 31st March 2010 and authorise the Chairman to sign.

c) Bank Transfers since the previous meeting:

(Prattley/Masson)

RESOLVED to receive detailed confirmation of transfers between the bank current and savings accounts and authorise the Chairman to sign.

d) Audit Commission Recommendation 2009/10 (Deferred from previous meeting):

(Chair/Prattley)

RESOLVED noted the Financial Consultant's report on the obtaining of a refund of overpaid tax going back 6 years, and of future arrangements with our bank once the information is available. We currently await one further statement of tax from the bank so that we may present it to the Inland Revenue. A refund of around £1200.00 is expected.

e) Community Aid – Application for Grants: Maximum amounts that may be awarded at the discretion of the Council for 2010/11 are as follows:

- Starter Grant – £250.00
- Equipment Grant – £250.00
- Maintenance Grant – £200.00
- Community Scheme Grant (One-off per annum) – £400.00

To date no applications have been received.

- f) Surplus Funds: The Town Council has a surplus for year ended 31st March 2010. This Committee to consider a recommendation to Full Council of where it is to go.

(Chair/Prattley)

RECOMMEND to Full Council that the total underspend for 2009/10 totalling £15,874.00, being over achievement of income £1,584.00, underspend of expenditure £8,780.00 and lines 2 and 4 of the non-budgeted items on page 7 of the financial report to Finance & Personnel Committee on 12th May 2010, be transferred to line 3 of the Capital & Contingency funds (Land & Property).

- g) ERYC – Special Expenses 2010/11: The Town Clerk has highlighted 2 areas to ERYC that it is felt we should not be paying for. From the given list members were asked to bring any comments to this meeting if it is known that an area is not being maintained.

(Chair/Prattley)

RESOLVED that the Town Clerk will arrange a visit to all of the sites listed with an ERYC officer and 2 (non-ERYC) Town Council members.

- h) 2010/11 Investment Review: To further review investments for 2010/11 in addition to the current NatWest Bond.

(Chair/Prattley)

RESOLVED that we invest the sum of £25,000.00 in a 6-month fixed rate NatWest bond.

- i) District Audit – Annual Return 2009/10: Our internal audit has now been carried out by our appointed accountants and Financial Statements for the year ended 31st March 2010 are given for perusal.

(Chair/Prattley)

RESOLVED to note the report from CBA Accountants and the recommendation contained therein, which will be considered for the future, and that the Annual Return was duly signed by the Chairman of this Committee and the Town Clerk at this point in the meeting. The required documents will be posted to the Audit Commission no later than 13th May 2010.

(Chair/Bratley)

RESOLVED to implement Standing Order 30.1 that in view of the confidential nature of any business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw.

13910

PERSONNEL MATTERS:

To date there were no personnel matters for this agenda, but the Town Clerk wished to bring a recent matter to the members' attention. The meeting was duly closed for an informal discussion thereupon.