

Shedfield Parish Council

(Incorporating the villages of Shedfield, Shirrell Heath and Waltham Chase)

MINUTES OF FINANCE AND ADMINISTRATION COMMITTEE MEETING 15 March 2010 at 7.30 pm at the PAVILION, SHEDFIELD

Present:

Parish Councillors: Jess Bond presiding, Alan Cox and David Ogden

Clerk: Yvonne Wheadon

Councillor in attendance: Stuart Jones

12/10 - Apologies for absence - Councillor Malcolm Hogg.

13/10 - Declarations of interest - none

14/10 - Minutes of the meeting held on 18 January 2010 were duly signed by the Chair as a true record with matters arising:-

(i) Financial Regulations and Terms of reference - amendments/additions must be given to the Clerk for inclusion on future agendas.

(ii) Renewal of website domain names are to be processed.

15/10 - Public participation - None **Meeting resumed**

16/10 - **Investments** - The completed forms and cheque have been sent to Clydesdale Bank for deposit and a request for withdrawal of funds from the National Savings account is in hand for deposit to Scottish Widows Bank.

17/10 - **Council Expenditure/Budget control**

(i) The Committee will recommend a revised budget to Council for the remainder of this year's precept and to place a reserve of £3,000 for the repair of the Memorial in Botley Road from Open Spaces.

(ii) Notice of increase to dog bin emptying - Committee will recommend allocating extra from reserve to next years budget to cover the substantial increase from £3.10 to £5 per empty.

18/10 - **Council and Charity Balances** - confirmed as at 28 February 2010.

19/10 - **Internal Audit** - copies were distributed, contents duly noted. The item concerning management of internal control and understanding audit will be explained in more detail when Clerk has attended the meeting on 19 March 2010.

With no further business to be transacted the meeting closed at 8.40 pm

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