

## WYTHALL PARISH COUNCIL

### AMENDED FINANCE POLICY & RESOURCES COMMITTEE

Minutes of Meeting held on Monday, 10<sup>th</sup> April 2017 at Council Office at 7.30.p.m.

**PRESENT:** Councillor D.Bibblings Chairman  
Councillor Mrs.S.Baxter Vice Chairman and PC Chairman  
Councillor S.Peters  
Councillor Helen Cleaver  
Councillor Mrs.D.Taylor  
Councillor L.Turner  
Miss P.A.Harrison Executive Officer

Cllr.Footman was also in attendance as an observer.

1. **APOLOGIES:** were noted and accepted from Cllr.Mrs.Lee and Cllr.Rattigan.

2(a) **DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS:**  
None

(b) **DECLARATIONS OF OTHER DISCLOSABLE INTERESTS:**  
Cllr.Mrs.Baxter ) Wythall Tennis Club Acquainted with Club Captain  
Cllr.Helen Cleaver )

3. **CONSULTATIONS/RESPONSES/DEVELOPMENT BRIEFINGS ETC:**

(a) NALC Legal Topic Note LTN5 – March 2017:  
Parish and Community Council Meetings

Noted with no recommended comments to take to Full Council.

NB. Noted that it is acceptable to distribute Summons etc. via e-mails and in future any updates/amendments to LTNs will show the changes highlighted for ease of reference.

(b) NALC Chief Executive's Bulletins:  
8 – 3 March; 11 – 24 March

All noted.

4. **CORRESPONDENCE:**

(a) WCC - Pension Fund:  
Letter dated 9<sup>th</sup> March 2017 confirming Council's contribution rates payable over the next three years – noted.

- (b) Community Newsletter:  
Communication received from Mr.R.Lawley suggesting the Parish Council might like to consider producing four Newsletters per annum instead of the two at present. This suggestion was because Mr.Lawley felt it would be beneficial to merge the parish newsletter and the Community Association Newsletter. It was agreed to take a recommendation to Full Council that it was preferable to keep the two organizations separate otherwise could confuse the residents.

**ACTION:** Decision required.

5. **FINANCE:**

- (a) Bank/Budgets:  
Figures in respect of March 2017 were presented and agreed to take to Full Council for ratification with a correction relating to a transfer of funds having been done prior to Full Council.

**ACTION:** Take to Full Council.

- (b) Grants/Subscriptions:  
(i) Wythall Tennis Club:  
Consideration was given to an application for financial assistance in respect of community coaching during 2017 and it was agreed that, prior to making a decision, additional information should be sought as regards costings. If the additional information was available prior to Full Council then the application to be discussed at that time.  
(Additional information attached)

**ACTION:** Discuss application and agree whether or not to award a grant.

- (ii) Wythall Community Association:  
It was agreed to recommend to Full Council that a letter be sent to the Association advising that, if they are applying for a Grant in this financial year then they can only make one application due to the fact that in accordance with Government Regulations the Parish Council is only allowed to make one payment (not three as previously divided between Carnival; Park & Grounds and Newsletter). This being in line with the Parish Council Grant Awarding Policy (attached)

**ACTION:** Agree letter to WC Association.

- (c) Presentation of schedule of Invoices for payment in April 2017:

**ACTION:** Ratify payments schedule.

(d) Investment Accounts:

- (i) Public Sector Investment Account: It was agreed to arrange a transfer of £10,000 from the Investment Account to the Lloyds Account to enable payment of the items on the schedule of Invoices relating to April 2017 as per delegated power agreed at Full Council February 2017 Resolution 9/2017 (c).

**ACTION:** Seek ratification at Full Council.

- (ii) Cllr.Bibbings reported on a response he had now received from an independent financial adviser (see attached documentation) and it was agreed to take forward a recommendation that the Parish Council pay £1445 plus VAT in respect of advice in respect of investing in the Local Authorities Property Fund managed by CCLA and whether or not it might be a longer-term investment option for the Parish Council.

**ACTION:** Decision in respect of above expenditure.

(e) Earmarked Reserves:

To be finalised for presentation at the May Full Council Meeting.

6. **LOCAL COUNCILS AWARD SCHEME:**

Awaiting a decision.

7. **NEIGHBOURHOOD PLAN:**

Meeting of Steering Committee to be arranged. Dr.Whittaker had expressed an interest in being involved with the preparation of this Plan.

**ACTION:** EO to arrange Meeting.

8. **ITEMS BROUGHT FORWARD FROM COMMUNITY SERVICES MEETING HELD ON THE 6<sup>th</sup> April 2017:**(a) Notice Board/Station Road:

The Committee agreed to accept the recommendation as per item 9(a) of the Minutes 6/4/2017 with a proposal that it be funded out of Community Services Day Works unspent budget (code 85) £555. (Earmarked Reserve)

**ACTION:** Take to Full Council for ratification.

9. **ONGOING MATTERS TO BE PLACED ON AGENDA AS AND WHEN A REPORT IS AVAILABLE:**

- (a) Community First Responders (Emergency Plan)
- (b) Chesterwood
- (c) Dementia Alliance

10. **ITEMS FOR NOTING ONLY:**

11. **DATE OF NEXT MEETING:** Wednesday, 10<sup>th</sup> May 2017 at 7.30 pm.

The Meeting closed at 8.51 p.m.