



EYNSHAM PARISH COUNCIL

Finance & General Purposes Committee meeting held in the Bartholomew Room on Tuesday 15 February 2011 at 7.30 pm

MINUTES

Present: G Beach (Chair), Mrs A Beavis, Mrs V Hughes, D Rossiter & D Stukenbroeker.

In attendance: Nicky Clargo (Finance Administrator) & Malcolm Anderson (Clerk)

10/F/24 Apologies for Absence - None

10/F/25 Declarations of interest – None

10/F/26 Public Participation - None

10/F/27 The minutes of the last meeting held on 27 October 2010 were signed by the Chair as a true record of the meeting.

10/F/28 Financial Accounts for the year to 31 January 2011 – The Income & Expenditure figures were reviewed and accepted.

10/F/29 Grants 2011/12 – It was RECOMMENDED that the following grant be awarded in 2011/12

- Eynsham Neighbourhood Care Scheme - £400

10/F/30 Purchase of Salt Bins – It was agreed to seek advice from Oxfordshire County Council whether they would place bins on Wasties Lane, near the post box, one in the Market Square and in the car park near the Health Centre.

10/F/31 The Council's Payroll – It was RECOMMENDED that salary payments be made by electronic bank transfer as from March 2011. It was agreed to check that a maximum amount can be introduced.

10/F/32 Energy Suppliers - It was agreed to look at the available tariff offers again in August 2011, prior to the ending of the present electricity supply contract with Southern Electric on 30 September 2011, unless before that date Southern Electric provide a competitive quote, in which case the Clerk will contact the Committee to seek permission to enter into a dual fuel contract.

10/F/33 Travelling Expenses - It was agreed to change the rate as from 1 April 2011. The Clerk will discuss the change with all the staff affected by the change.

10/F/34 Statement of Internal Control – The Statement of Internal Control was approved and signed.

10/F/35 The Assets Register - The Register was discussed and updated, with the inclusion of the Eynsham Cross at a value of £5433. It was agreed to check into the ownership of the War Memorial.

10/F/36 The Internal Audit Report - This was discussed and accepted.

10/F/37 External Council Audit and Recommendations – The Audit and Recommendations were considered. It was RECOMMENDED that the Fidelity Insurance is not increased as the risk involved is disproportionate to the cost involved.

10/F/38 Amendments to Standing Orders & Financial Regulations – The Financial Regulation 17.1 was altered so that the review of Financial Regulations would take place in February instead of December. With this amendment it was RECOMMENDED that the Standing Orders and Financial Regulations be adopted and approved.

10/F/39 Insurance cover for July 2011 to June 2012 – It was RECOMMENDED that the insurance cover be renewed and that the cost of insurance by alternative suppliers be considered before renewal in July 2012.

10/F/40 Local Government Pension Scheme Valuation and Employer Contributions – The increase in employers contributions was noted.

10/F/41 Hall Hiring – It was RECOMMENDED that for one-off hirings a cash deposit of £100 be required and that no booking be taken within less than seven days of the event.

10/F/42 Date of next meeting – 19 July 2011 at 7.30pm.

The meeting closed at 8.54 pm.

Recommendations to Council

- Eynsham Neighbourhood Care Scheme be awarded a grant in 2011/12 of £400.
- Salary payments be made by electronic bank transfer as from March 2011.
- To consider dual fuel energy tariffs in August 2011, prior to the ending of the present electricity supply contract with Southern Electric on 30 September 2011, unless before that date Southern Electric provide a competitive quote, in which case the Clerk will contact the Committee to seek permission to enter into a dual fuel contract.
- To adopt a standard travelling expenses rate as from 1 April 2011.
- The Fidelity Insurance is not increased as the risk involved is disproportionate to the cost involved.
- To accept the Councils Audit.
- Financial Regulation 17.1 be altered so that the review of Financial Regulations would take place in February instead of December.
- Insurance cover be renewed for 2011/12 and that the cost of insurance by alternative suppliers be considered before renewal in July 2012.
- One-off Pavilion hirings require a cash deposit of £100 and that no booking be taken within less than seven days of the event.