

MINUTES OF A MEETING OF THE PARISH COUNCILS FINANCE COMMITTEE HELD IN THE METHODIST OLD CHURCH HALL AT 19.30 HOURS ON MONDAY 19 MAY 08

PRESENT: Cllrs. Crowley, Gardner, Gress, Ireland, Poole, Mrs Relf, Shead & Street

ALSO PRESENT: Mrs. K Bell (Clerk)

APOLOGIES FOR ABSENCE: Received and accepted from Cllrs. Bearman, Crawford & Mrs Macdonald

In the absence of Cllr. Crawford Vice Chairman, Cllr. Poole, chaired the meeting. Cllr Poole opened the meeting and welcomed everyone present.

1. 2007/2008 Accounts

The unaudited accounts and supplementary documentation for the year ended 31 March 08 which had been copied to members was considered. The accounts and supplementary documentation consisted of the following:

- Receipts & Payments summary for the year ended 31.03.08
- Receipts & Payments Account for the year ended 31.03.08
- Bank Reconciliation as at 31.03.08
- Notes to support the accounts for the year ended 31.03.08
- S137 report for the year ended 31.03.08 (included within the supporting notes)
- VAT statement for the year ended 31.03.08 (included within the supporting notes)
- Asset List as at 31.3.08 (included within the supporting notes)

Attention was drawn to the following:

- The accounts had been prepared in accordance with the guidelines expressed in the Governance & Accountability in Local councils in England and Wales – A Practitioners Guide, The Accounts and Audit Regulations 1996 (As Amended) and CIPFA guidelines.
- As the PCs income and expenditure was below £200,000, the accounts had been prepared on a Receipts and Payments Basis
- Fund balances at 31 March 08 amounted to £54,871

Following a discussion, it was **RESOLVED** that the accounts for the financial year ended 31 March 08 be **APPROVED** and that Cllr. Poole and the Clerk as RFO would sign the accounts.

2. 2007/08 Annual Return

(i) Section 1 (Statement of Accounts)

Following a discussion it was:

RESOLVED: That Section 1 (Statement of Accounts) for the year ended 31 March 08 as copied to members be **APPROVED** and that the document would be signed by Cllr. Poole and the Clerk as RFO.

(ii) Section 2 (Annual Governance Statement)

Following a discussion, during which members responded positively to all of the statements it was:

RESOLVED: That Section 2 (Annual Governance Statement) for the year ended 31 March 08 as copied to members be **APPROVED** and that the document would be signed by Cllr. Poole and the Clerk as RFO.

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3. **Matters for future Discussion:** There were none
4. **Date of Next Meeting:** 12 January 2009

There being no additional business, the meeting closed at 21.02 hours