

**MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE
OF KINVER PARISH COUNCIL HELD AT 95 HIGH STREET, KINVER ON WEDNESDAY
31ST MAY 2017**

Councillor: Councillor: Cllr D Light (Chairman), , Mrs C Allen, JK Hall, BR Edwards,
H Williams (ex-officio), Miss V Webb and J Irving Bell

1. APOLOGIES FOR ABSENCE

Councillors P Wooddisse (Vice Chairman), D H Hadlington and I G Sadler
sent their apologies for the meeting.

2. DECLARATIONS OF PECUNIARY INTERESTS

None were declared.

3. MINUTES OF THE MEETING OF 19TH APRIL 2017

The minutes of the meeting held on 19th April were approved and signed as a true
record of that meeting.

4. MATTERS ARISING FROM PREVIOUS MINUTES

None were reported.

5. BUDGET COMPARISON AND TO RECEIVE THE ACCOUNTS FROM 1ST APRIL
TO 30TH APRIL 2017 AS PREPARED BY THE RFO

The Budget Comparison table and accounts as attached as Appendix 1 to these
minutes: the figures were reviewed and noted.

It was noted that the Clerk has renegotiated the contract with British Telecom. The
service has been swapped to a digital system and will yield a saving of £200 per
quarter.

It was **Resolved** to **Recommend** to the Parish Council that the accounts as set as
Appendix 1 to these minutes be accepted.

6. EXTERNAL GRANT FORM

The proposed new form is attached as appendix 2 to these minutes. In addition to
the proposed wording that any grantee should prepare an annual report to the
Parish Council's March meeting, stating how the funds have been spent also a cap
of £500 per grant be added to the form.

It was proposed by Councillor Mrs C Allen and seconded by Councillor BR Edwards
that the grant form as set out as appendix 2 be accepted and the policy that a
maximum grant limit of £500 is set. On a vote this was carried.

7. PETTY CASH FOR APRIL 2017

Petty Cash for April 2017

Rope and hooks to hold chainsaw	14.94
Door sign	£9.41
Ladder clamp	£12.75
Total	£37.10

The above was noted.

8. FUNDING REQUESTS

The following application was received:-

Leisure and Amenities Committee

To purchase 5000 more leaflets of Kinver at a cost of £185+VAT

It was agreed to **Recommend** to the Parish Council that 5000 Kinver leaflets are printed at a cost of £185 funded from budget line 54/3.

9. INTEREST RATES

A comparison of different type of accounts and interest rates is attached as appendix 3 to these minutes.

The current interest rate from the Bath Building Society is 1.15%, members agreed to leave the reserve funds in this account, as there was no great benefit to move them.

10. DATE OF NEXT MEETING –

Date of the next meeting is Wednesday 19th July 2017.

11. ITEMS FOR FUTURE MEETINGS

Last date for items to be put on the agenda for the next meeting is 10th July 2017.

Precept – September meeting

12. RECOMMENDATIONS TO THE PARISH COUNCIL

It was **Resolved** to Recommend to the Parish Council that:-

- the accounts as set as Appendix 1 to these minutes be accepted.

Finance and General Purposes Committee Minutes 31/05/17

- To purchase 5000 Kinver leaflets at a cost of £185 funded from budget head 54/3.
- the grant form as set out as appendix 2 be accepted and the policy that a maximum grant limit of £500 is set

Appendix 1 to the minutes of the Finance Committee held on the 31st May 2017

Barclays Bank

Unpresented Cheques

<u>100881</u>	31.03
<u>100891</u>	80
<u>100906</u>	100
<u>100909</u>	

TOTAL 211.03

Unpresented Receipts

<u>Police rent</u>	1000
	0

Total 1000.00

Computer Figures Barclays Bank
acc. 75326.93
less unpresented -788.97

Total 74537.96

Bank Statement Figure **74537.96**

Other bank account balances

Bath Building Society 36587.81
Old Alliance and Leicester account 0.00
West Bromwich Building Society 14285.35
Co-Operative Bank 26.38
125437.50

Financial Summary - Cashbook

Summary between 01/04/17 and 30/04/17 inclusive.

Balances at the start of the year

Ordinary Accounts

.BARCLAYS BANK	£13,361.16
.COOPERATIVE BANK C & I	£26.38
Alliance and Leicester	£0.00
Bath Building Society	£36,587.81
Kinver Parish Council - West Bromwich Ac	£0.00
Santander old account	£0.00

Short Term Investment Accounts

Reserves West Bromwich	£14,285.35
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Long Term Investment Accounts

CA Trust NSB 3.5% Fund 1999-2010	£0.00
Total	£64,260.70

RECEIPTS	Net	Vat	Gross
Council	£79,359.44	£0.00	£79,359.44
Total Receipts	£79,359.44	£0.00	£79,359.44
PAYMENTS	Net	Vat	Gross
Council	£16,218.47	£1,175.20	£17,393.67
Total Payments	£16,218.47	£1,175.20	£17,393.67

Closing Balances

Ordinary Accounts

.BARCLAYS BANK	£75,326.93
.COOPERATIVE BANK C & I	£26.38
Alliance and Leicester	£0.00
Bath Building Society	£36,587.81
Kinver Parish Council - West Bromwich Ac	£0.00
Santander old account	£0.00

Short Term Investment Accounts

Reserves West Bromwich	£14,285.35
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Long Term Investment Accounts

CA Trust NSB 3.5% Fund 1999-2010	£0.00
Total	£126,226.47

Financial Budget Comparison

Comparison between 01/04/17 and 30/04/17 inclusive.

Excludes transactions with an invoice date prior to 01/04/17

		2017/2018	Actual Net	Balance
INCOME				
Council				
12	Interest - Instant	£0.00	£0.00	£0.00
13	Interest Bath Building Society	£1,000.00	£0.00	-£1,000.00
14	Burial fees	£9,928.00	£1,725.00	-£8,203.00
15	Toilets - High Street	£1,500.00	£110.00	-£1,390.00
16	Donations	£300.00	£0.00	-£300.00
17	Precept Barclays	£144,709.00	£72,354.50	-£72,354.50
19	Sundries	£0.00	£50.00	£50.00
20	Toilet grant from SSDC	£0.00	£0.00	£0.00
22	Interest on West Brom Reserves account	£10.00	£0.00	-£10.00
24	old santandar bond	£0.00	£0.00	£0.00
26	Rent from Offices	£4,000.00	£1,000.00	-£3,000.00
Total Council		£161,447.00	£75,239.50	-£86,207.50
Total Income		£161,447.00	£75,239.50	-£86,207.50
EXPENDITURE				
Council				
50	General Admin CO-OP ACCOUNT	£0.00	£0.00	£0.00
51	GENERAL ADMINISTRATION BARCLAYS BANK	£19,840.00	£540.91	£19,299.09
52	Maintenance CO-OP ACCOUNT	£0.00	£0.00	£0.00
53	Maintenance - Barclays account	£26,685.00	£2,272.91	£24,412.09
55	Car Park Rentals	£550.00	£0.00	£550.00
56	Internal Grants co-op acc	£0.00	£0.00	£0.00
57	Christmas Illuminations	£4,500.00	£0.00	£4,500.00
58	Vehicles CO-OP ACCOUNT	£0.00	£0.00	£0.00
59	INTERNAL GRANTS BARCLAYS BANK	£0.00	£0.00	£0.00
60	Contingencies	£0.00	£0.00	£0.00
61	VEHICLES - BARCLAYS BANK	£5,550.00	£81.68	£5,468.32
62	Health and Safety Audit	£200.00	£0.00	£200.00
63	GRANTS AND SUBS EXTERNAL BARCLAYS ACCOUNT	£16,151.00	£0.00	£16,151.00
64	Garage project	£0.00	£0.00	£0.00
100	Wages / Salary's co-op bank	£0.00	£0.00	£0.00
101	Funds to be reserved	£0.00	£0.00	£0.00
102	Petty Cash Exp.	£0.00	£0.00	£0.00
103	WAGES / SALARIES BARCLAYS BANK	£81,971.00	£4,766.46	£77,204.54
104	Expenditure for Community Projects	£4,000.00	£0.00	£4,000.00
105	Solicitors fees / Legal expenses	£2,000.00	£0.00	£2,000.00

Financial Budget Comparison

Comparison between 01/04/17 and 30/04/17 inclusive.

Excludes transactions with an invoice date prior to 01/04/17

	2017/2018	Actual Net	Balance
Total Council	£161,447.00	£7,661.96	£153,785.04
Total Expenditure	£161,447.00	£7,661.96	£153,785.04
Total Income	£161,447.00	£75,239.50	-£86,207.50
Total Expenditure	£161,447.00	£7,661.96	£153,785.04
Total Net Balance	£0.00	£67,577.54	

BUDGET COMPARISON FOR 2017-18

	PARISH COUNCIL INCOME	BUDGET	ACTUAL INC	BALANCE	PROJECTED
			RECEIVED		BALANCE
10	PRECEPT	144709.00	72354.50	-72354.50	144709.00
12	INTEREST INSTANT / CURRENT ACC	0.00	0.00	0.00	0.00
14	BURIAL FEES	9928.00	1725.00	-8203.00	9928.00
15	TOILETS HIGH STREET	1500.00	110.00	-1390.00	1500.00
16	DONATIONS	300.00	0.00	-300.00	300.00
19	SUNDRIES	0.00	50.00	50.00	50.00
20	GRANT FOR TOILETS	0.00	0.00	0.00	0.00
22	INTEREST ON NEW RESERVES ACC AT WBROM	10.00	0.00	-10.00	10.00
23	INTEREST BATH BUILDING SOCIETY	1000.00	0.00	-1000.00	1000.00
24	POLICE OFFICE RENT	4000.00	1000.00	-3000.00	4000.00
		161447.00	75239.50	-86207.50	161497.00
	EXPENDITURE FOR PARISH	BUDGET	ACTUAL EXP	BALANCE	PROJECTED
			RECEIVED		BALANCE
50	GENERAL ADMIN				
50/1	GA TELEPHONE	1900.00	25.94	1874.06	1900.00
50/2	GA STATIONARY	2850.00	0.00	2850.00	2850.00
50/3	GA GENERAL INSURANCE	3500.00	0.00	3500.00	3500.00
50/4	GA RATES (OFFICE AND BURIAL GROUND)	3700.00	134.81	3565.19	350.00
50/5	GA OFFICE ELECTRICITY & GAS	1800.00	161.32	1638.68	1800.00
50/6	GA AUDIT	950.00	0.00	950.00	950.00
50/7	GA CHAIRMAN'S ALLOWANCE	500.00	0.00	500.00	500.00
50/9	GA STAFF TRAINING EXPENSES	100.00	0.00	100.00	100.00
50/11	GA MISCELLANEOUS	0.00	0.00	0.00	0.00
50/25	GA MEMBERS EXPENSES	300.00	0.00	300.00	300.00
50/47	GA COMPUTER SUPPORT SERVICES / OFFICE EQUIP (2010)	2300.00	113.84	2186.16	2300.00
50/48	GA PHOTOCOPIER	240.00	0.00	240.00	240.00
50/51	GA ADVERTISING	50.00	0.00	50.00	0.00
50/53	GA CIVIC EXPENSES	0.00	0.00	0.00	0.00
50/110/1	GA POSTAGE	1100.00	105.00	995.00	1100.00
50/110/2	GA PETTY CASH OTHER	550.00	0.00	550.00	550.00
		19840.00	540.91	19299.09	16440.00
	EXPENDITURE FOR PARISH	BUDGET	ACTUAL EXP	BALANCE	PROJECTED
			RECEIVED		BALANCE
52	MAINTENANCE				
52/1	MAINTENANCE TOILETS	2000.00	93.19	1906.81	2000.00
52/6	MAINTENANCE MISC.	6185.00	526.22	5658.78	6185.00
52/7	MAINTENANCE GRASS CUTTING	17500.00	1653.50	15846.50	13000.00

52/26	MAINTENANCE PLAY AREA	1000.00	0.00	1000.00	1500.00
	MAINTENANCE TOTAL	26685.00	2272.91	24412.09	22685.00
54	GRANTS & SUBS EXTERNAL				
54/1	PARISH COUNCIL SUBSCRIPTIONS	500.00	0.00	500.00	500.00
54/2	SPCA & LCR	700.00	0.00	700.00	700.00
54/3	GRANTS	14951.00	0.00	14951.00	14951.00
	GRANTS & SUBS TOTAL	16151.00	0.00	16151.00	16151.00
55	CAR PARK RENTAL	550.00	0.00	550.00	550.00
57	CHRISTMAS LIGHTS	4500.00	0.00	4500.00	4500.00
58	VEHICLES				
58/1	LEASING	3500.00	0.00	3500.00	3500.00
58/2	FUEL	1000.00	81.68	918.32	1000.00
58/4	INSURANCE FOR VEHICLE	1050.00	0.00	1050.00	1050.00
	TOTAL FOR VEHICLES	5550.00	81.68	5468.32	5550.00
60	CONTINGENCIES	0.00	0.00	0.00	0.00
62	HEALTH AND SAFETY AUDIT	200.00	0.00	200.00	200.00
63'	PROJECTS FOR COMMUNITY FUNDED BY RENT	4000.00	0.00	4000.00	4000.00
100	WAGES / SALARIES				
103/1	SALARIES NET	55453.00	4766.46	50686.54	55453.00
103/2	TAX AND NATIONAL INS.	7591.00	0.00	7591.00	7591.00
103/3	EMPLOYERS NATIONAL INS.	3449.00	0.00	3449.00	3449.00
103/4	EMPLOYEES PENSION	3327.00	0.00	3327.00	3327.00
103/5	EMPLOYERS PENSION	11090.00	0.00	11090.00	11090.00
103/6	OPENING TOILETS	1061.00	0.00	1061.00	1061.00
	TOTAL WAGES	81971.00	4766.46	77204.54	81971.00
101/9	ELECTION EXPENSES	0.00	0.00	0.00	0.00
105	SOLICITORS FEES	2000.00	0.00	2000.00	2000.00
	<u>TOTAL EXPENDITURE</u>	<u>161447.00</u>	<u>7661.96</u>	<u>153785.04</u>	<u>154047.00</u>
	<u>TOTAL INCOME</u>	<u>161447.00</u>	<u>75239.50</u>	<u>86207.50</u>	<u>161497.00</u>
	<u>TOTAL NET BALANCE</u>	<u>0.00</u>	<u>67577.54</u>	<u>-67577.54</u>	<u>7450.00</u>

EXTERNAL GRANT APPLICATION FORM

Name of applicant: _____

Contact Name: _____

Address: _____

_____ Post code: _____

Contact Number: _____

Brief description of project:

Please provide
current 12
months
accounts and 3
months bank
statements with
the application.

Grant Sum Required: _____

NB: If a grant is successful, the applicant must provide the Parish Council with a full report on how the funds have been spent. A set of accounts for their organisation to be presented to the Annual Parish Meeting in March each year. The Parish Council have a maximum grant allocation of £500 per application

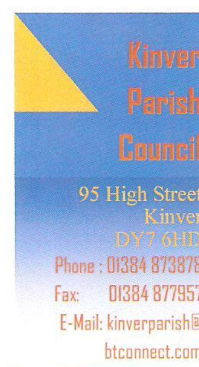
Signed: _____ Date: / /

Please return form
to:
Kinver Parish
Council
95 High Street
Kinver
South Staffordshire
DY7 6HD











Office use only

Minute Number: _____ Date of meeting: / /



Signed: _____ Dated: _____



Appendix 3 to the minutes of the Finance Committee held on the 31st May

Company	AER	Notice / Term	Deposit	
 HODGE BANK 100 Day Notice Business Deposit Account	1.05%	100 Day	£10000	Details...
 Hampshire Trust Bank 90 Day Business Notice Account 1	1.00%	90 Day	£5000	Details... Go to Site
 SHAWBROOK 100 Day Notice Business Savings Account Issue 12	1.00%	100 Day	£5000	Details...
 Earl Shilton BUILDING SOCIETY YOUR MUTUAL FRIEND Treasurers Account	1.00%	7 Day	£10000	Details...
 THE CAMBRIDGE Building Society Notice Business Saver 4	1.00%	100 Day	£10000	Details...
 UNITED TRUST BANK 100 Day Notice Business Account	0.90%	100 Day	£500	Details...
 Teachers Building Society Business Saver 35 (Issue 2)	0.75%	35 Day	£1000	Details...
 Bank of Cyprus UK 95 Day Notice	0.75%	95 Day	£1000	Details... Go to Site
 State Bank of India SME Business Savings Account	0.75%	Instant	£10000	Details...
 Earl Shilton BUILDING SOCIETY YOUR MUTUAL FRIEND Enterprise Account	0.75%	7 Day	£10000	Details...










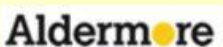
2017




 Aldermore Easy Access Business Savings Account Issue 7	0.50%	None	£1000	Details... Go to Site
 Nationwide Business Instant Saver	0.40%	None	£10000	Details... Go to Site

Last Updated: Thursday 18 May 2017 09:26

Business Fixed Rate Bonds

Company	AER	Notice / Term	Min Investment	
 Union Bank of India (UK) Ltd <small>Good people to bank with</small> Term Deposit	1.50%	1 Year Bond	£1000	Details...
 Hampshire Trust Bank 1 Year Business Fixed Rate Bond Issue 11	1.40%	1 Year Bond	£5000	Details... Go to Site
 Aldermore Fixed Rate Business Savings Account - 1 Year	1.30%	1 Year Bond	£1000	Details... Go to Site
 HODGE BANK Fixed Rate Deposit Account	1.25%	1 Year Bond	£1000	Details...
 SHAWBROOK 1 Year Fixed Rate Business Savings Bond Issue 9	1.25%	1 Year Bond	£5000	Details...
 Bank of Cyprus UK Business Bond	1.25%	1 Year Bond	£10000	Details...
 UNITED TRUST BANK	1.20%	1 Year Bond	£500	Details...

 Bank of Cyprus UK Business Bond	1.25%	1 Year Bond	£10000	Details...
 UNITED TRUST BANK Business 1 Year Bond	1.20%	1 Year Bond	£500	Details...
 THE CAMBRIDGE Building Society 1 Year Fixed Rate Business Bond (Issue 28)	1.20%	1 Year Bond	£1000	Details...
 Bank of Cyprus UK Business FlexiBond	1.20%	1 Year Bond	£10000	Details...
 OakNorth Bank Business Fixed Term Deposit	1.20%	12 Month Bond	£10000	Details...
Sponsored Products				
 Aldermore Customised Fixed Rate Account	2.00%	5 Year Bond	£1000	Details... Go to Site
 Hampshire Trust Bank 5 Year Business Fixed Rate Bond Issue 4	1.65%	5 Year Bond	£5000	Details... Go to Site
 Hampshire Trust Bank 3 Year Business Fixed Rate Bond Issue 9	1.60%	3 Year Bond	£5000	Details... Go to Site
 Hampshire Trust Bank 2 Year Business Fixed Rate Bond Issue 12	1.50%	2 Year Bond	£5000	Details... Go to Site
 Aldermore Fixed Rate Business Savings Account - 6 Month	1.00%	6 Month Bond	£1000	Details... Go to Site
				Details...

 Nationwide Business 1 Year Saver	0.65%	1 Year Bond	£10000	Details... Go to Site
 Nationwide Business 95 Day Saver	0.55%	95 Day	£10000	Details... Go to Site
 Nationwide Business 6 Month Saver	0.55%	6 Month Bond	£10000	Details... Go to Site

Last Updated: Thursday 18 May 2017 09:26

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