

Wraysbury Parish Council

Finance Meeting Minutes 2nd October 2017

Present: Cllrs Mrs M Lenton, Mrs D Hughes, P Lord, A Moran, M Williams, G Sinclair and the Clerk.

1. AUDIT REPORT

The External Audit Report had been returned by Mazars without any issues of concern.

The following issues were raised by the internal auditor Audit Solutions;

- Rationalisation of bank accounts to minimise bank charges – the Clerk is to bring options to the next finance meeting for consideration.
- Cancelled cheques are to be formally written back into the cashbook as negative payments.
- The Standing Orders and Financial Regulations are to be revised in line with the latest NALC models.
- The financial value of the precept is to be recorded in the minutes.
- Members to ensure cheques are drawn accurately.
- Consideration of Lead members allowances – invoices for expenses are now to be submitted.

2. REVIEW OF 6 MONTHLY FIGURES

A copy of the Management Accounts for the past 6 months were circulated.

Councillor Moran gave details of works that were in the pipeline for this financial year and considered them all to be within the budget.

Following the delivery of the new Community Bus the existing garage is too small to house it. Councillor Moran is to draw up a feasibility plan for not only extending the garage but also incorporating a Parish Office. A new Public Loan will be considered.

Other projects for the next financial year include the restoration of the Memorial Gates and works to the Play Park.

3. PRECEPT

Having secured a neutral this financial year the Clerk requested that all invoices for the budgeted projects be submitted by the end of the year and that Lead Member forward proposed 2018/19 budgets prior to the next finance meeting in order that the precept may be established.

The next meeting is to be held in early January.

A rise of between 3-5% is to be considered depending on the proposed projects.

4. ANY OTHER BUSINESS

- Cllr Mrs M Lenton raised her concerns over the new Data Protection Regulations due to come into force in May 2018. The Clerk and Cllr Lord are to attend a BALC presentation on the subject and will report back.
- The matter of installing CCTV in the Village was discussed. The RBWM are looking into the subject and we will wait to hear their proposals.

Signed.....

Date.....

DRAFT