

Meriden Parish Council

The Centre of England

<p style="text-align: center;">FINANCE COMMITTEE MEETING 25th April 2018 @ 12.30pm Venue: The Pavilion</p>
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Present: Cllr R Weaver (RW), Cllr M Lee (ML), Cllr M Nunn (MN) and Responsible Finance Officer Mrs Barbara Bland (BB).

1. Welcome & Apologies

Chair opened the meeting. Apologies received from Cllr Haque. No apologies received from Cllr Lynch-Smith.

2. Minutes of Previous Meeting 12th March 2018

The minutes of 12th March meeting were agreed as a true record and Members approved the minutes.

IT WAS RESOLVED The minutes of the finance committee meeting of 12th March 2018 were approved, proposed by Cllr M Lee and seconded by Cllr Nunn.

2.1 Matters Arising

None to report.

3. Budget 2018-2019 Revisions

3.1 GDPR

The sum of £1,000 has now been included in Reserves Policy. An audit will be carried out tomorrow (26/4) to identify areas of compliance and non-compliance.

Action: Clerk and DM Payroll Services.

3.2 Elections 2019

The sum of £2,500 has now been included in Reserves Policy.

3.3 Neighbourhood Plan

The sum of £5,000 has now been included in Reserves Policy.

4. Internal Audit 2017-18

Clerk advised year end internal audit is arranged for Thursday 10th May 2018.

Action: Clerk and Mike Spencer.

5. Month End Reconciliation & Internal Checks

BB advised reconciliation had been completed up to March on all three accounts. Internal checks were undertaken by Cllrs Lee and Nunn cross checking bank statements, to bank reconciliation and a random selection of invoices.

IT WAS RESOLVED Finance Committee agreed quarter 4 reconciliation and year end preparation with recommendation to full council to approve year end preparation to date.

6. Payments April

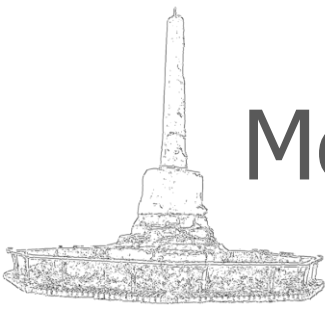
Clerk presented April payments for approval under delegated powers due to lateness of full council meeting.

- Meriden Parish Council April payments £7,896.86. A correction was needed to Brian Ball invoice from £120 to £224. **Action: Clerk/RFO**

Clerk: Barbara Bland, 55 James Dawson Drive, Millisons Wood, Coventry, CV5 9QJ

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- Meriden Sports Park April payments £5,073.90.

IT WAS RESOLVED: Finance Committee agreed April payments with a recommendation to full Council to approve payments retrospectively.

7. Any Other Business

There was no other business.

8. Date of Next Meeting

The next meeting of finance committee will be held on Monday 14th May 2018 at 12.30 pm at the Pavilion.

The meeting closed at 13.35.