



Meriden Parish Council

the centre of england

CLERK'S REPORT February 2017

(prepared by Barbara Bland, Clerk, for PC meeting 20-02-17)

Many of the Clerk's actions are reflected in the agenda content but briefly:-

- Unity Bank applications for change of bank process.
- Meetings x 3 with Andrew Kinsey, Cllr Weaver and Trustees regarding resolving capital receipt issues, Counsel Opinion and Agreement.
- Research & source alternative finance management system – Rialtas (RBS Systems). Caroline Buckland system demonstration with Cllr Weaver.
- BT – upgrade to superfast broadband and sort out email exchange problems with messages “mailbox full”. Resolved.
- Volunteer Admin support – induction, supervision, preparation Mondays and Tuesdays term time.
- Year-end preparation including reconciliation of all accounts for MPC and MSP to 31st December 2016. Currently with Edge to carry out quarterly checks in readiness for internal auditor visit on 22nd February 2017.
- Outlining draft response to Grant Thornton regarding report concerns raised to be logged by 31 March 2017 in resolving (i) governance issues and (ii) financial anomalies.
- Attended Council Development Day for the purpose of Local Plan Review Consultation PC collective response.
- Residents' action group meeting with Cllr Nunn regarding taxi-bus and 89 bus service replacement and TfWM public meeting request.
- Budget 2017-18 Preparation and draft budget for Finance Committee consideration.
- Finance Committee meeting.
- Red Kite Business Plan – MSP accounts for 2015-16 plus summary of I & E for current financial year.
- Meeting with Cllr Nunn, Cllr Weaver, Hampton-in-Arden PC, Catherine De Barnes Residents Association and Hampton Society regarding working together for a satisfactory outcome to the current community transport issues and formal request for Ring and Ride Service for Heart of England Parishes.
- Contractor Review (Interim Contract) meetings 13th & 20th February.
- Attended WALC Finance/Year End Seminar in Alderminster – new audit regulations; transparency code, internal auditor, internal controls and risk management.
- Meeting with Bruce Brant, Neighbourhoods Team, regarding actions from December/January council meetings; community highways issues, evidence base for Cabinet and Ward Action Planning 2017-18.

Community Surgery 9th January - Library

Hosted by Bruce Brant, Neighbourhood Co-ordinator.

Apologies Clerk due to illness.

No attendees.

Community Surgery 6th February - Pavilion

Hosted by Clerk.

Apologies Bruce Brant, Neighbourhood Co-ordinator due to work emergency.

No attendees.

Clerk: Barbara Bland

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