



Goostrey Parish Council

THE NEXT FINANCE COMMITTEE MEETING

WILL BE HELD on TUESDAY 19th JANUARY 2021, at 7.30pm
via VIDEO CONFERENCE

Agenda

1. Declaration of Interests
2. Apologies for absence.
3. Minutes of meeting of 17th November 2020
4. Actions from the Meeting of 17th November 2020
 - i. Clerk to request information on how the Bankline audit report works as there does not appear to be any transaction numbers on it, making it difficult to reconcile the transactions. Action: Clerk to progress this with Nat West. **Completed- Nat West confirmed that the report the report is functioning correctly. However, it is still not helpful in reconciling the transactions.**
 - ii. **Assets** – Cllr Morgan to report on audit of Assets at the January 2021 meeting (**see Item 7**)
 - iii. Emergency procedure – Clerk to complete the procedure by mid-November and circulate the finished document to the members of the Committee and arrangements for the testing of the documentation will then be made – **Work in progress. (see Item 9)**
 - iv. **Action:** Clerk to purchase COVID supplies ie sanitizer dispensers, hand sanitizer, PPE before the end of 2020. **In progress.**
 - v. Clerk to ask the Staff Committee should decide who will carry out the review and when it should take place, ensuring it was in line with social distancing guidelines - **Not completed due to lockdown.**
 - vi. Clerk to check insurance cover to see if there is any provision for “Unexpected disruption to village hall facilities” – **There is no current cover however, dependent on the verdict on a current court case a precedent could be set for claims to be made. However, following the analysis of the Village Hall accounts and after the receipt of the grant payments there is no current loss for 2020 to claim. Further Action:** Clerk to seek further funding for business closure due to COVID-19. A grant has been received for the lockdown in November 2020 and the Clerk will apply for a further grant for the lockdown in January and February 2021.
 - vii. Clerk to add an item to the Agenda for the Parish Council meeting on 24th November to consider approval of the Budget for 2021/22 and the Precept Amount for 2021/22. **Completed.**
 - viii. **External Auditor Query** - Clerk to send the response to the External Auditor before 20th November 2020. **Completed.**
 - ix. **Proposal to Share the role of Village Hall Supervisor with another village** organisation - Cllr Morgan to inform the Chairman of the VPMC of the Finance Committee’s decision.
 - x. **S106 Monies**
 - PM to contact ANSA to find out how to start the project and find out how we utilise revenue funds for maintenance of the existing equipment.
 - Clerk and PM to investigate additional funding streams.
 - PM to feedback to the Amenities Committee

- 5. Financial position vs. budget for the period from 1st April to 31st December 2020**
- 6. Draft Unaudited Accounts for the period from 1st April to December 2020**
- 7. Assets** – To review the format of the asset register and to carry out an audit of the assets on the register.
- 8. New Accounts System** – Update from the Clerk.
- 9. Emergency Procedure** – To review the current status of the Emergency Procedure.
- 10. Proposal to Consider Taking on Responsibility for the Bog Bean from CEC** –
Cheshire East are formally considering requests for local councils to take on CEC owned assets which include verges, public buildings etc. In advance of putting the proposal to the Parish Council it is appropriate to review any potential costs:
 - Grass cutting (this is not an immediate cost but would need to be considered in the long term if TR decides not to continue cutting the grass)
 - Pruning/removal of trees.
 - Public liability insurance for falling branches/accidents etc.
- 11. To Consider Website Theme Upgrade** - Netwise has advised that the current theme will cease to be supported by them after June 2021. The cost to upgrade the theme will be £199.00. See report in document pack with details.
- 12. Minor Items and Items for the Next Agenda**
 - i. **Parish Council Insurance** – We have been advised that the new terms will be sent one month before the renewal date (1st April 2021). We need to consider if there are any significant changes to the cover we require and notify Came & Company of these as soon as possible.
- 13. Next meeting – 6th April 2021**
- 14. Close meeting.**

If you need assistance with the Zoom meeting, please phone the Clerk between 1.30pm and 4pm on Monday 18th January 2021.

Zoom Meeting Link

<https://us02web.zoom.us/j/84830935682?pwd=QXYyL010SmN4NzhnVnVnaGhOdHhSUT09>

Meeting ID: 848 3093 5682

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