

**MINUTES OF COLLINGHAM PARISH COUNCIL FINANCE MEETING HELD ON 10
JANUARY 2013 IN THE YOUTH AND COMMUNITY CENTRE, LOW STREET,
COLLINGHAM**

1. Apologies: C Moody T Ozbourne M Dowell M Parkin NCC V Dobson

Present: C Allen D Evans S Dove G Norcott R Scott
V Wright NSDC M Shaw J Guest, Clerk

Declarations of interest:

None declared

F1.Minutes: the minutes of the Finance meeting of 13 September 2012 were accepted and signed by the Chair.

F2.Progress reports for information:

Mrs Wright's report gave details of areas of over and under spending during this financial year.

F3. Section 137 Grants

Grants were agreed as follows:

Parochial Church Council	£900
Memorial Hall	£200
John Blow Primary School DARE project	£500
Youth & Community Centre	£500
Collingham Rural Advice and Resource Centre	£1250

Proposed by Mrs Wright and seconded by Mrs Scott and approved unanimously.

A letter is to be sent to all recipients advising them that grants in future years cannot be guaranteed due to a drop in the Parish Council's income.

F4.Transfers to Reserve Account

It was agreed to transfer £11500 from the Current Account to the Reserve Account.

Money is to be ring-fenced for specific purposes as follows:

Play Park £2500

Environmental Projects £4400

Election Reserve £4500

Jubilee Celebrations surplus, after Christmas Light expenses £100

It was agreed that all future grants for the Play Park are to be immediately ring-fenced on receipt and transferred to the Reserve Account.

F5. Online Banking

It was agreed that Online Banking would be reconsidered at a later date, at the present time it is unlawful. Letter to be sent to NALC and Patrick Mercer MP asking them to look into this matter and see if procedures can be changed.

It was agreed to pay the monthly grass cutting contract bill to D Lyne by standing order with immediate effect.

F6. Travel Expenses Policy

Subject to a minor change the draft policy was agreed.

F7. Budget Monitoring

Discussed under item F8.

F8. Finance Meeting Schedule for 2013

The precept cannot be agreed until the actual tax base is known. It is not known when this information will be available. To be discussed at the next Parish Council meeting.

F9. Tree Safety Policy

It was agreed that this would be become the responsibility of the Emergency Committee. Draft policy to be circulated by the Clerk for discussion at the Emergency Committee meeting on 15 January 2013.

F10. Accounting Software

The purchase of the Scribe software package was approved, the main benefit being that the system is continually updated at no extra cost to the annual fee of £195. Proposed by Mrs Scott, seconded by Mrs Wright and approved unanimously.

Meeting closed at 9.28pm

No members of the public present

No members of the press present