

**Minutes of Shevington Parish Council  
Finance Committee Meeting  
Held Thursday 4 September 2019  
8:20 pm Shevington Library**

**Present:** Councillor I Whiteley (Chairman), Councillors W McKnight, C Horridge, M Grimes, V Galligan, J Whiteley and M Crosby.  
Two members of the public.

**Officer in Attendance:** Mrs K Pilkington (Clerk)

**1. Apologies**

Cllrs J Higham and J Ball

**2. Declaration of Interests**

None

**3. Minutes of the Last Finance Committee Meeting (6 June 2019)**

**Resolved:** The Minutes of the Finance Committee meeting held on 6 June 2019 were approved as a true and correct record.

**4. Quarterly Budget Monitoring**

The budget monitoring documents were received and discussed.

Columns had been introduced in the budget tracker to inform members of the amount in each cost centre that had already been committed and the amount still unassigned. The budget tracker indicated that most cost centres were fully committed, although not expended. The Clerk reported that most expenditure was on line.

In answer to a question from a member, the Clerk informed the Committee that there was a strong possibility that the 'Tree survey/works' cost centre would soon be showing an overspend and would require a virement from the 'Contingency' cost centre.

The document was accepted.

**5. Financial Regulations Update**

**Resolved:** The Committee recommended that, on the instruction of the internal auditor, the sub-clause *'Where it is intended to enter into a contract exceeding*

*£25,000 in value, the Public Contracts Regulations 2015 must apply.*' be inserted in clause 11.1 of the Financial Regulations.

## **6. Standing Orders Update**

**Resolved:** The Committee recommended that, on the instruction of the internal auditor, the sentence '*For proposed contracts with an estimated value in excess of £25,000 the Public Contracts Regulations must apply.*' be inserted in clause 75.2 on P.31 of the Standing Orders.

## **7. NALC Policy Consultation E-Briefing 09/19 – Independent Review Into Local Government Audit**

An independent review was being undertaken into local government audit. The review would make its initial recommendations to the Communities Secretary in December 2019 and a full report was due to be published in March 2020. The remit of the review was to assess the arrangements in place to support the transparency and quality of local authority financial reporting and external audit including those introduced by the Local Audit and Accountability Act 2014 (the Act).

The Committee considered a paper circulated to all member parish councils by NALC. The paper outlined NALC's intentions in relation to what the Association would be including in its response to the consultation that would inform the review. The consultation questions to which NALC would be responding were included in the paper and member parish councils were invited to submit their views to NALC.

The paper was discussed briefly.

**Resolved:** The responsibility of responding to the consultation questions was delegated to the Clerk, as she was the only person connected to the Parish Council who had had direct experience of the local council audit process.

The Clerk was asked to share her responses with members of the Committee once she had answered the questions.

## **8. Financial Aid Applications**

None

## **9. Dates of Next Meetings**

25 September (Council); 2 October (Policy & General Purposes Committee)

## **CONFIDENTIAL ITEMS**

**Resolved:** That, in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be excluded and they were instructed to withdraw.

*The members of the public left the meeting.*

## **10. Beech Trees in the Memorial Garden**

A quote in relation to the removal of two dead beech trees was considered.

**Resolved:** The Committee approved the quotation of £136 received from Envirocare MS Ltd.

## **11. Christmas Trees**

The Committee considered a quotation from a local supplier for the provision, installation and removal of 4 display Christmas trees. Costs were the same as in 2018. No other suppliers had provided quotations.

**Resolved:** The quotation from Joseph Noblett of £1,650 for the provision, installation and removal of 4 Nordman display Christmas trees was approved.

## **12. Bowling Green Maintenance Contract**

One quotation had been submitted. In view of the specialised nature of this work, the quotation was considered without further quotations being sought.

**Resolved:** The contract to the value of £3,920 for the maintenance of the bowling green in 2019/20 was awarded to Baileys Landscapes.

Additional restorative work would be needed on the green during the Winter months of 2019. It was reported that the SVBC were discussing the possibility of making a contribution towards the cost of this work. The quotation provided by Baileys Landscapes was considered.

**Resolved:** The Committee approved the work, accepted the quotation of £750 and agreed that the Council would cover that part of the cost that was not covered by the SVBC.

## **13. Memorial Park Project**

Members discussed and noted the previously circulated information.

The Clerk would share and discuss relevant elements of the arboriculturalist's report with the Trees & Woodlands Officer at the LA.

It was agreed that the Chairman and Cllr M Grimes would witness the opening of sealed tenders for the drainage installation.

There being no further business the Chairman closed the Meeting at 9:15 pm.

**Chairman**