

WHITNASH TOWN COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

Minutes of the meeting held on Thursday, 8th June 2017 at 7.00 p.m. in the Whitnash Town Council office, Franklin Road, Whitnash.

PRESENT: Councillors: B Smart – Chairman
A Barton
B Franklin
S McFadden
R Sparkes

Town Clerk: Jenny Mason

01/17 NOMINATION AND ELECTION OF CHAIRMAN AND DEPUTY FOR 2017 - 2018

Cllr Smart was nominated and duly elected as Chairman for 2017 – 2018. Cllr Cancilla had indicated that he will willing to stand as deputy so in his absence, was nominated and duly elected as Deputy Chairman for 2017 – 2018.

02/17 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Cancilla. Apologies were accepted.

03/17 DECLARATIONS OF INTEREST

There were no declarations of interest at the start of the meeting.

04/17 MINUTES OF THE PREVIOUS MEETING

The minutes of the meetings held on 18th May 2017 as circulated were approved and signed as a true record.

05/17 MATTERS ARISING OUT OF THOSE MINUTES

There were no matters arising.

06/17 INCOME AND EXPENDITURE REPORT

The income and expenditure report as at 30th May 2017 was forwarded to all

Members. Current in line with no overspends.

07/17 INTERNAL AUDITOR'S REPORT

A copy of the Internal Auditor's report for 2016 – 2017 was forwarded to Members.

The Internal Auditor commented on the following:

- *It is noted that capital works are planned which will have implications for the ability to recover the VAT. It is strongly advised that professional advice is sought from a VAT expert before the capital works commence.*
- *The council's insurance cover includes public liability, employer's liability and fidelity guarantee. The fidelity guarantee is for £100,000 which is a little low for a council of your size. As a general guidance, the fidelity guaranteed should be in the region of half of the precept plus half of the reserves.*

Members proposed cover is left as it currently is.

Cllr Smart thanked Jenny and Kerry for the good report.

08/18 AUDIT 2016 – 2017

Members were forwarded copies of the Annual Governance Statement. This will be approved, adopted and signed at the Town Council meeting on Thursday, 15th June 2017 and submitted to the external auditors.

Cllr McFadden asked for clarification in Section 2 of the Accounting statement relating to item 3 – (+Total other receipts) regarding the variance from the previous year.

09/17 TRAVELLER ENCAMPMENT POLICY

A draft Traveller Encampment Policy was forwarded to all Members. Members proposed that the Warwick District Council contact person's name is removed from the policy document.

10/17 VAT

As per the Internal Auditor's advice we will meet with an accounting company in the next few weeks to look at the VAT implications the new capital works may have.

11/17 ELECTRONIC NOTICE BOARD UPDATE

Cllr Margrave has spoken to the hairdressers and is awaiting a response.

12/17 CORRESPONDENCE

1. A letter asking to please fly the Red Ensign for Merchant Navy Day.
This letter was noted.

13/17 DATE OF NEXT MEETING

The next meeting will be held on 28th September 2017 at 7.00 p.m.

There being no further business the Chairman thanked everyone for their attendance and declared the meeting closed.

SIGNEDDATE