

**Minutes of the Finance Committee**  
**held at Perton Civic Centre on**  
**Tuesday 2<sup>nd</sup> October 2018 @ 10.00am**

Present: AK James (Chairman)  
P Allen  
P Davis  
D Glynn  
Mrs R Heseltine

Becky Hodgetts [Parish Clerk]

**F48/18 APOLOGIES FOR ABSENCE**

Apologies received and accepted from R E Moreton

**F49/18 DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

**Declarations of Personal and Prejudicial Interest received from the following:**  
Cheque 100118 - Down to Earth Grounds Maintenance - Cllr AK James

**F50/18 REQUESTS FOR DISPENSATION**

No requests for dispensations received.

**F51/18 MINUTES OF THE MEETING**

That the minutes of the meeting held on 4<sup>th</sup> September 2018, having previously been distributed, were agreed as a true and accurate record and signed by the Chairman.

**F52/18 ACCOUNTS PAID**

The Clerk presented a list of payments made up to 30<sup>th</sup> September 2018. The Clerk explained payments to Paul Gooderham Ceramics and PRS Music Licence Ltd. **Resolved** that all payments were correct and authorised.

**F53/18 INCOME RECEIVED**

The schedule of income received to 30<sup>th</sup> September 2018 was reviewed and accepted for information. **Resolved** to promote the opportunity for using the Madeline Moore room for a preschool/nursery/playgroup opportunity.

**F54/18 BUDGET TO DATE**

The budget to date was reviewed and information noted.

**F55/18 TENDER EVALUATION METHOD**

**Resolved** to have the weighting at 60% on price and 40% on quality, the bid with the highest score will be awarded the tender. **Resolved** clerk to contact the District Council to see if any advice could be given on tenders received.

**F56/18 RECONCILIATIONS**

The Clerk presented the HSBC bank statement number 38 dated 27<sup>th</sup> September together with outstanding items of income and expenditure for reconciliation to the cashbook. Co-op bank statement 889 dated 28<sup>th</sup> September presented for reconciliation. Also presented for scrutiny the Petty Cash records and the CCLA Public Sector Deposit Fund. **Resolved** that the Co-op, HSBC, CCLA and Petty cash reconciliations were correct and signed-off by the clerk and two Councillors.

**F57/18 DATE & TIME OF NEXT MEETING**

Tuesday 6<sup>th</sup> November 2018 @ 10.00 am

**Meeting closed @ 11.00am**

**Chairman:**

**Date:**