

**Minutes of the Finance Committee**  
**held at Perton Civic Centre on**  
**Tuesday 4<sup>th</sup> September 2018 @ 10.00am**

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

Becky Hodgetts [Parish Clerk]

F38/18 **APOLOGIES FOR ABSENCE**

Apologies received and accepted from M Francis

F39/18 **DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

Declarations of Personal and Prejudicial Interest received from the following:  
Cheque 100109- Down to Earth Grounds Maintenance - Cllr AK James

F40/18 **REQUESTS FOR DISPENSATION**

No requests for dispensations received.

F41/18 **MINUTES OF THE MEETING**

That the minutes of the meeting held on 7<sup>th</sup> August 2018, having previously been distributed, were agreed as a true and accurate record and signed by the Chairman.

F42/18 **ACCOUNTS PAID**

The Clerk presented a list of payments made up to 31<sup>st</sup> August 2018. The Clerk explained payments to Espresso Plus Ltd and Robert Bago Product Developments. **Resolved** that all payments were correct and authorised.

F43/18 **INCOME RECEIVED**

The schedule of income received to 31<sup>st</sup> August 2018 was reviewed and accepted for information.

F44/18 **BUDGET TO DATE**

The budget to date was reviewed and it was **Resolved** to vire £1,000 from Contingency to Civic Centre Maintenance.

F45/18 **BACS/DIRECT DEBIT PAYMENTS APPROVAL**

**Resolved** that all electronic payees are approved as per financial regulations requirements.

F46/18 **RECONCILIATIONS**

The Clerk presented the HSBC bank statement number 35 dated 27th August together with outstanding items of income and expenditure for reconciliation to the cashbook. Co-op cashbook presented, no statement received due to lack of activity on the account. Also presented for scrutiny the Petty Cash records and the CCLA Public Sector Deposit Fund. **Resolved** that the Co-op, HSBC and CCLA and Petty cash reconciliations were correct and signed-off by the clerk and two Councillors.

F47/18 **DATE & TIME OF NEXT MEETING**

Tuesday 2<sup>nd</sup> October 2018 @ 10.00 am

Meeting closed @ 10.45am

Chairman:

Date: