

**MINUTES OF THE MEETING OF
THE FINANCE COMMITTEE
HELD ON TUESDAY 19th AUGUST 2008
AT THE PARISH CENTRE LOCKLEYS DRIVE WELWYN
THIS COMMENCED AT 7.30PM.**

PRESENT: Chairman, Councillor I Skidmore and Councillors P Neville, H Ober
L Page and J Roper

IN ATTENDANCE: Clerk, R. Findlay

APOLOGIES: Councillor, S. Butler (holiday)

2008/035 WELCOME.

The Chairman welcomed all present and opened the meeting.

2008/036 DECLARATIONS OF INTEREST.

None

2008/037 MINUTES OF THE COMMITTEE MEETING HELD ON 16TH JULY 2008.

It was **RESOLVED** the Minutes were a true and accurate record and duly signed by the Chairman.

2008/038 MATTERS ARISING FROM THE MINUTES OF THE COMMITTEE MEETING HELD ON 16TH JULY 2008.

It was reported that a letter from the external Auditor had been received. The Clerk has sent copies to the Chairman of Finance and the Internal Auditor, Steve Vine. The Clerk will meet with Steve Vine and the Finance Chairman.

The Clerk and Chairman are to meet on Friday to review the 2008/2009 Budget figures.

2008/039 AUTHORISATION OF ANY LARGE EXPENDITURE.

None

2008/040 CHEQUES FOR APPROVAL & SIGNATURE.

It was agreed that the cheques be signed.

2008/041 ACCOUNTS TO END JULY 2008.

It was **RESOLVED** to recommend to Council that they accept the expenditure for July 2008 of **£27,374.03 gross (£26824.47 net)**

2008/042 BANK BALANCES AT THE END OF JULY 2008.

The Clerk had produced the balance sheet for the July income, expenditure and bank balances.

• Current Account	£1,132.00
• Business Premium Account	£4,757.45
• Business Reserve	£18,956.73
• Treasury Account	£107,500.00

The Chairman explained that the Clerk arranged an immediate transfer of funds of £8,000, transferred from the Business Reserve Account into the Business Premium Account and on 1st September 2008, 17,000 from the Treasury Account will be transferred into the Business Premium Account.

The Clerk has sent a demand for immediate payment from Hertfordshire County Council as the invoice or the apportioned expenditure of 13,981.44 was sent in May and no payment has been received to date.

It was agreed that Cllr. Page look at the details of the percentage the Council can charge for late payments.

The Clerk suggested that a statement is added to all the Council's invoices detailing extra cost for late payment of invoices.

At this juncture the Committee agreed to discuss some urgent exempt business.

That under section 100A (4) of the Local Government Act 1972, the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act by virtue of the paragraph specified against the item.

2008/43 The Clerk read to the committee a letter received by a member of the public in regard to paying her outstanding invoice instalments. The Clerk reminded the Committee that this was a management matter due to the cost involved; she just wanted to inform the Committee.

The Committee supported the Clerk in dealing with the management of the Council's affairs.

208/044 **CLOSE OF MEETING.**
The Chairman thanked all present and closed the meeting at 8.20pm.

Signed:..... Chairman, Finance Committee

Dated2008