

**MINUTES OF THE MEETING OF
THE FINANCE COMMITTEE
HELD ON TUESDAY 17TH JUNE 2008
AT THE PARISH CENTRE LOCKLEYS DRIVE WELWYN
THIS COMMENCED AT 7.30PM.**

PRESENT: Councillor P Neville (Vice-Chairman) and Cllrs S Butler, L Page and J Roper

IN ATTENDANCE: J Lewis (Office Administrator).

APOLOGIES: Cllrs I Skidmore (holiday) and C Hukin (other commitments) and The Clerk (holiday)

In the absence of Cllr Skidmore, Chairman of the Committee, the meeting was chaired by Cllr Neville, Vice-Chairman of the Committee.

- 2008/014 WELCOME.** The Chairman welcomed all present and opened the meeting.
- 2008/015 DECLARATIONS OF INTEREST.** None.
- 2008/016 MINUTES OF THE COMMITTEE MEETING HELD ON 13TH MAY 2008.** It was **AGREED** that the Minutes were a true and accurate record and duly signed by the Chairman.
- 2008/017 MATTERS ARISING FROM THE MINUTES OF THE COMMITTEE MEETING HELD ON 13TH MAY 2008. Minute no. 2008/012** There was a query whether the Clerk had reported this matter to Full Council and she was asked to confirm that this had been done.
- 2008/018 AUTHORISATION OF ANY LARGE EXPENDITURE.** The following items of large expenditure were **AGREED** by the Committee:
- P054-5053 J Metcalf Ltd Grass seed £1,596.48 (inclusive of VAT)
 - P059-5057 Agripower Vertidrain & re-seed £2,115.00 (inclusive of VAT)
 - P060-5058 Real Sports & Leisure Kickwall installation £3,983.00 (inclusive of VAT)
 - P075-5081 Three Valleys Water Public Convenience water invoice £1,576.79 (VAT exempt). The Clerk was asked to investigate the cost of installing further water saving devices at the Public Convenience.
- 2008/019 CHEQUES FOR APPROVAL & SIGNATURE.** It was agreed that cheques waiting for signature be signed.
- 2008/020 ACCOUNTS TO END MAY 2008.** There were queries on the wording shown for transfers of funds between the Council's various bank accounts and on whether it was necessary to have a Television Licence for the Parish Centre. The Clerk was asked to provide a more detailed explanation of these items. The Clerk was also asked to show as separate entries on the Payment sheet for the net monthly salaries and PAYE. It was **RESOLVED** to recommend to Council that they accept the expenditure for May 2008 of **£39,377.41**.

2008/021 **BANK BALANCES AT THE END OF MAY 2008.** In the absence of the Clerk these were unavailable.

2008/022 **YEAR END ACCOUNTS UPDATE FOR 2007/2008.** In the absence of the Clerk this item was not discussed. The Clerk was asked to include this matter as an Agenda item for the Full Council meeting on 24th June 2008 if any further discussion is required.

2008/023 **CLOSE OF MEETING.** The Chairman thanked all present and closed the meeting at 8.15pm.

Signed:..... Chairman, Finance Committee

Dated 15th July 2008.