

BRERETON AND RAVENHILL PARISH COUNCIL

Minutes of a meeting of the Finance and Management Committee held at the Parish Hall, Ravenhill Park, Brereton, on Thursday, 14th July 2022.

Present

Councillor Mrs G Harvey [Chairman], Alderwoman P Ansell, K Ansell, Alderman R Easton, Councillors Mrs DM Easton, JC Harvey and DR Johnson.

Apologies for absence were received from Councillors Miss C Hodgkiss and Mrs L Johnson.

Mrs R Davies [Clerk to the Committee] and Mr J Smith [Finance Officer and Caretaker] were also present.

1. DECLARATIONS OF INTEREST

There were no declarations of interest given at the commencement of the meeting.

2. APOLOGIES FOR ABSENCE

As listed above.

3. MINUTES

RESOLVED

That the minutes of the meeting held on 9th June 2022, be approved and signed as a correct record.

4. MATTERS ARISING

There were no matters arising.

5. PROJECTS

Discussion took place regarding projects for the Parish Hall this financial year:-

- Painting of the hall
- Replacement of stage curtains [costings needed]
- Bar
- Clean and paint radiators

6. ACCOUNTS FOR PAYMENT

A schedule of accounts for payment was circulated at the meeting.

RESOLVED

That authority be given for the payments included on the submitted schedule.

7. FINANCE REPORT

The report showing the income and expenditure as at 9th June 2022, was submitted for information and noted.

At this point in the meeting, John Smith reported to the Committee that he had been in touch with Staffordshire County Council [Pensions] and had been informed that two separate monthly cheques were now required, ie one for his role as Administrator and the other in respect of his position as Caretaker.

It was also reported that a sum of money should be set aside for the administrative costs in respect of the audit which was estimated to take 15 – 17 hours.

8. DATE AND TIME OF NEXT MEETING

RESOLVED

That the next meeting be held on Thursday, 8th September 2022, at 8.15 p.m.

[Chairman]