

BRERETON AND RAVENHILL PARISH COUNCIL

DISTRICT OF CANNOCK CHASE COUNTY OF STAFFORDSHIRE

FINANCE ASSET & RISK

COMMITTEE MINUTES

To be held at: the Parish Hall, Ravenhill Park, Brereton, Rugeley. WS15 1DU

Thursday 3rd October at 7.30pm – 8.00pm

WELCOME

Members Present:

M Blackham (MB)(Chair), K Theobald (KT), R Hall (RH),
K Paul (KP), C Davies (CD),

APOLOGIES: Apologies were received from the following, which were accepted

S Merriman (SM), D Blocksidge (DB), C Boulton (CB),

In Attendance:

Lee Featherstone (RFO), Vanessa Hands (Clerk)

105 DECLARATIONS OF INTEREST IN ANY ITEMS ON THE AGENDA

none

106 NOTICES FROM THE CHAIR AND CLERK

- *Microsoft licence.*

The Clerk raised that there was a need for a new Microsoft licence to be purchased for the computer and laptops that were being used. There were two licences that could be purchased. It was proposed and agreed, by all members present, that the business licence was preferred.

RFO to purchase Microsoft licence

107 AGREEING THE MINUTES FROM THE PREVIOUS MEETING

The minutes of Finance Asset & Risk Committee meeting held on Thursday 16th September 2024 were agreed and signed as a true record..

108 MATTERS ARISING FROM PREVIOUS MEETING

none

109 PUBLIC PARTICIPATION

Nothing was recorded

110 BANK RECONCILIATION (RFO)

The reconciliation was presented to the committee and accepted.

111 INCOME .v. INVOICES (RFO)

- *Precept*

The second precept should be received shortly

- *Budgets*
The Budgets for 2024/2025 need to be drafted. RFO has now received the Information to complete the documents from which the budgets can be looked at. The Committee needs to go through the documents and agree project for the coming year and agree a first draft.

RFO to send to all Councillors the draft document

It was decided that this would be commenced at the meeting of the Full Council on 17th October.

- *Gas Supply*
The 2024 tariff for the gas supply to the Parish Hall is coming to an end and this will need to be reset. Looking at the options available it was decided that Eon had the best price and options.

It was proposed and all present voted in agreement to fix the tariff for 2 year with Eon.

112 COMMUNICATION & SOCIAL MEDIA

none

113 RISK ASSESSMENT REVIEW (FARc)

- *Music Licence*
Music licence is been received and is now displayed on the notice board in the Parish Hall Complete

114 NALC UPDATED FINANCIAL REGULATIONS

none

115 COMMUNITY ENGAGEMENT (WG)

- *Remembrance Sunday*
KP and KT attended the meeting and the Royal British Legion regarding the parade and the running on the day.

KT has confirmed that the road closure notice has been approved for the timings requested. The Council would like to extend their Thank you to Brereton Millions for their help and support with this

- *Cost of Band*
KP confirmed that the band that was used last year had been provisionally booked. The cost for this will be £175. This is the same as last year.

KP to confirm the booking.

It was proposed, that as this was the same cost as previously, to go ahead with the booking and this was voted on and agreed by all present.

- *Wreath*
This has been ordered and we are awaiting confirmation of price.

116 DATE OF NEXT MEETING

- **Thursday 17th October 2024 at 7.30pm.**

Meeting closed at 8.00