

# Sonning Common Parish Council

Minutes of the meeting of the FINANCE COMMITTEE held at the Parish Office, Village Hall, Wood Lane, Sonning Common on 8<sup>th</sup> June 2011 commencing at 7.30pm.

Chairman Miss J Hunt

- 12/24 Apologies for absence: Mr Rooke and Mr Stoves.
- 12/25 Declarations of Interest: None.
- 12/26 Public Question Time: No members of the public present.
- 12/27 Reconciliation of Bank Accounts as at 31st May 2011. These were presented and approved.
- 12/28 **Insurance Costs**  
The Finance Committee recommends acceptance of the Zurich Insurance offer of a discount of 9.8% for a five year commitment by the council, representing a saving of £2,353.20 over the period and fixing the premium at £4,315.12 per annum. Because of the cumulative total of the commitment it was decided to seek full Council approval on 20 June. Clerk to action.
- 12/28. **Accounts Presented:** All accounts presented except that for Zurich Insurance (see above) were approved and cheques issued and signed.
- 12/29 **Donations:** The request from St John Ambulance for a donation was discussed and it was agreed that a donation of £50.00 would be approved at the next meeting. The letter of thanks from Home Start for £50 given was noted.
- 12/30 **VAT.** The Clerk report on his enquiries to date and advised that he anticipated a response and ruling from HMRC by the next meeting.
- 12/31 **Bank Mandate to be updated.** Before this was discussed, Mr Kedge proposed and Mrs Phillips-Tilbury seconded a motion that Mr Stoves be formally confirmed as Vice Chairman of the Finance Committee. This was agreed unanimously and it was then agreed that on his return Mr Stoves would be added as a new full signatory. The Clerk is to pursue with the bank means by which he can be given more timely access to account information without acquiring signatory powers.
- 12/32 **Financial Information.** The Committee reviewed a number of options for presenting financial information to itself, to the full Council and to the public. It was decided that the Clerk should review this matter with the Internal Auditor and use his advice to bring in new presentations over the coming months.
- 12/33 **Matters for future consideration.** Whether the rate being paid for litter picking and street cleaning – unchanged for several years – adequately reflects the consistently high quality of service being provided.

**Date of next Meeting:** Wednesday, 6<sup>th</sup> July 2011

Chairman:..... Date.....