

AGENDA:

Clerk: Rose Cottage, Coughton, Ross on Wye, HR9 5SF. E Mail: clerk@walford-pc.org.uk

For the Finance Committee meeting at Walford Village Hall

On Wednesday 10th September at 6.30pm



Councillors are summoned to attend; the press and public are invited to attend.

1. **Apologies:** To accept apologies for absence
2. **Declarations of Interest:** To receive declarations of interest and to consider requests for dispensation
3. **Minutes:** To accept the minutes of the previous meeting held on 11/06/14 and to note outstanding actions
4. **Public participation session:** (Please respect the 3 minute limit)
5. **Annual Return:**
 - 5.1 To note the successful completion of the Annual Return for 2013-14 and that no issues of concern were raised by Grant Thornton, the external auditor.
6. **Banking and payments:**
 - 6.1 **To note and sign bank reconciliation – Finance Appendix A and bank statements for July & August**
 - 6.2 **To approve the following payments:**
 - a) Enviroability – Rights of Way
 - b) Gerald Green - Lengthsman
 - c) Hoople - Data processing from Neighbourhood Planning Questionnaire
 - d) Lonsdale Direct Solutions – Printing and posting data results
 - e) Grant Thornton – External Audit
 - f) Bishopswood Village Hall – Hire of Hall for 1st & 2nd Quarter 2014
 - g) Royal Mail for Freepost Plus licenses.
 - h) Clerk, expenses for July and August.
 - 6.3 **Electronic banking payments:** Discuss Lloyds TSB procedure for payment controls, agree payment controls for Walford PC and set individual transaction limits.
7. **Financial Regulations:** Discuss an update to Financial Regulations, for recommendation to Full Council.
8. **Kerne Bridge Canoe Launch Site:**
 - 8.1 Receive an update from Cllr Myers and discuss further action.
 - 8.2 Consider the following proposal, for recommendation to Full Council: *That the Parish Council Chairman and Clerk/Vice Chair be authorised to sign the necessary documents required to enable Okells Francis Law to commence work in relation to the Community Asset Transfers and to incur the necessary expenditure required to investigate title to the land to be transferred.*
9. **New Notice Board for Walford School Site:** To consider quotations for supplying a new notice board, for recommendation to Full Council.
10. **Information and correspondence:**
 - 10.1 To note items relevant to finance in Appendix C and HALC Information corner
 - 10.2 To discuss any responses required to finance correspondence received during July and August.
11. **Public Response Session:** (Please respect the 3 minute limit)
12. **Items for next meeting agenda:** (no discussion)
13. **To note the date of the next meeting:** 10/12/2014 - 6.30pm at Bishopswood Village Hall.
14. **Confidential Closed Session: (The public will be asked to leave the room).**

To discuss the hours required for the Lengthsman to work on Parish maintenance and to approve a schedule of work and costs, to be submitted to Herefordshire Council / Balfour Beatty.

Signed

Catherine Murray

Clerk to the Council

4th September 2014