

Wickham Bishops Parish Council

Parish Councillors

I S F MacGregor (Chairman)
Mrs A Mickelsen (Vice Chairman)
H M Bass
P J Bates
R Mundell
S J Nicholas
I D Wardrop



Winner Best Kept Village 2008, 2015
3rd Place Essex Village of the Year 2015
www.wickhambishopsparishcouncil.org

Parish Clerk

Mrs L J Rowland
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MINUTES Of Finance Committee Meeting held Friday 24 th March 2017 at 10.30am in the Village Hall Boardroom	
Item	Subject
17F/001	Those Present and Apologies for Absence In the Chair: Cllr Mickelsen Present: Cllrs MacGregor and Mundell; the Clerk.
17F/002	Declaration of Interests and Compliance with the Ethical Framework There were no Declarations of Interest.
17F/003	Public Forum There were no members of the public present.
17F/004	Progress Against Budget The planned and actual spending in FY 2016-2017 was reviewed and projected end-of-year balance noted as £14,346. Resolved: the funds earmarked for the judicial review would be carried over to FY 2017-18. Proposed Cllr Mickelsen, seconded Cllr Mundell. Action: <i>The Clerk to update and circulate the 2017-18 budget</i> The Clerk reported that the books were balanced for the end of year financial return and, pending the review of the asset register and risk assessment, all audit requirements were in place.
17F/005	Asset Register and Risk Assessment Review Resolved: The asset register and risk assessment were updated and agreed. Proposed Cllr Mickelsen, seconded Cllr MacGregor. Action: <i>The Clerk to circulate the updated documents</i>
17F/006	New Items for Consideration The Clerk circulated her recorded hours and explained that recent additional planning-related tasks had taken her worked hours beyond her annual contractual hours. The Finance Committee agreed to recommend to the Full Council, payment of fifty hours' overtime to the Clerk and the setting up of a working group to manage the judicial review process. Action: <i>The Clerk to include the proposals on the Full Council's 4th April meeting agenda.</i> There were no additional items for FY 2017-18 spending. Action: <i>The Clerk to submit a Transparency Code claim for the projector.</i>
17F/008	Dates of Future Meetings - Friday 24 th March 2017 Planning Committee Meeting at 11.30am - Tuesday 4 th April 2017 General Meeting at 7.30pm
17F/009	Close of Meeting 11.26am Items for November 2017 meeting: - Process and controls review