

# WELWYN PARISH COUNCIL

## MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD ON TUESDAY 28<sup>th</sup> NOVEMBER 2006 IN THE PARISH CENTRE THIS COMMENCED AT 7.00pm

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- PRESENT:** Chairman, Councillor I Skidmore, and Councillors A Burnapp, P Neville and J Roper.
- APOLOGIES:** Cllr. Rowland (Holiday)
- IN ATTENDANCE:** R. Findlay (Clerk), S. Harrop (Office Administrator)
- 2006/31** **MINUTES OF THE MEETING HELD ON 31st OCTOBER 2006:**  
The minutes of the meeting held on 31 October 2006 were considered by the committee and accepted as an accurate and correct record then duly signed by the Chairman.
- 2006/32** **MATTERS ARISING FROM THE MINUTES OF 31st OCTOBER 2006:**  
There were no matters arising.
- 2006/33** **INVOICES TO BE AGREED BY THE COMMITTEE:**  
There were no invoices over £1,000 to be considered.
- 2006/34** **WELWYN WAILERS:**  
The Committee discussed the matter a donation to Welwyn Wailers. They had sent in a copy of their accounts for 2005/2006  
  
It was agreed that the Committee recommend to Council to continue to support such a worthy cause and to give a donation of £150.00
- 2006/35** **UPDATE ON ACCOUNTS FOR 2004/05 & 2005/06:**  
The Chairman of Finance and the Clerk updated the Committee on the accounts for audit for 2004/2005 & 2005/2006  
  
It was agreed to recommend to Council that the Council complete the Audit return form and they be signed by the Chairman of the Council.
- 2006/36** **UPDATE ON ACCOUNTS 2006/07:**  
The question was asked whether these accounts were always available to Councillors. The Clerk confirmed that the accounts and all supporting paper work can be seen at anytime during office hours. The Clerk reported that she would have to chase up the payments from Welwyn Bowls Club.
- 2006/37** **ACCOUNTS FOR NOVEMBER 2006:**  
After discussion it was agreed to recommend the payments for November to full Council as accurate and correct.
- 2006/38** **BUDGET UPDATE:**  
The updated Budget 2007/2008 Timetable was received by the Committee. The Clerk confirmed that she was meeting with the Chairman of Finance on Friday 1<sup>st</sup> December 2006 to look at final bids before preparing the draft Budget.
- 2006/39** **CLOSE OF MEETING:**  
The chairman closed the meeting at 7.30pm

Signed ..... Chairman of Finance

Date: 19<sup>th</sup> December 2006