

**MINUTES OF THE MEETING OF
FINANCE COMMITTEE
HELD ON TUESDAY 14 AUGUST 2007 AT 7.00PM
AT THE PARISH CENTRE. LOCKLEYS DRIVE. WELWYN.**

Present: Chairman, Councillor, I Skidmore and Councillors, J Roper and P. Neville

In Attendance: R Findlay (Clerk)

Apologies: Councillor H Hughes (Family Bereavement) and L. Page (Holiday)

2007/39

WELCOME:

The Chairman welcomed everyone and opened the meeting at 7.30pm.

2007/40

DECLARATIONS OF INTEREST:

There were no declarations of Interests.

2007/41

MINUTES OF THE MEETING HELD ON 10TH JULY 2007:

Resolved the minutes were an accurate and correct record then duly signed by the Chairman.

2007/42

MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 10TH JULY 2007:

Contract, Gearings Landscapes Ltd: It was reported that Gearings Ltd invoiced the Council monthly during the cutting season as described in the contract. Details of the cutting schedule are as follows:

St. Mary's Churchyard, Church Street, Welwyn.

Grass cutting / Strimming on a total of 11 occasions throughout the growing season

April - June 2 visits per month.

July - September 1 visit per 3 weeks.

October 1 visit (End of month)

Price £2639.45 plus VAT

Welwyn Cemetery, Kimpton Road, Welwyn.

Grass cutting / Strimming on a total of 11 occasions throughout the growing season

April - June 2 visits per month.

July - September 1 visit per 3 weeks.

October - 1 visit (End of month)

Price £5700.20 plus VAT

Additional grass area including embankment, cut on 11 occasions throughout the growing season. Price £415.00 plus VAT

British Telecom: The Clerk reported that British Telecom invoiced the Council for Internet charges quarterly.

Minute no. 2007/34 - Three Valleys Water VAT: It was reported that the Clerk had now amended the June accounts to show the VAT amount for Three Valleys Water.

2007/43

CHEQUES FOR APPROVAL AND SIGNATURE:

It was reported that the payment for Williams & Sons had already been approved for the fencing on the Orchard Road side of the Allotments for £1,057.50

2007/44 ACCOUNTS TO THE END OF JULY 2007:

The larger payments were reported to the Committee.

- Due to the Borough Council's error in invoicing the Council correctly the Clerk had now scrutinised the invoices for the periods shown below.

The Gas payments for the Civic Centre of £1,053.89 (June '06 – October'06) and £3,681.10 (Nov. '06 – Feb. '07) have been paid.

The Clerk reported that she had requested copies of Gas bills from the Borough Council in future when they send their invoice to the Council.

- The NICS underpayment of £1,500.52 was for the month of December 2006.
- The Election costs, £1,316.75 to the Borough Council.
- Fencing on Orchard Road side of the Allotments, £1,605.05
- Repairs to the roof of the Civic Centre, £916.50
- "Internal" Auditors Fee, £800 for the year accounts for 2006/2007

It was agreed to recommend to full Council the payments for July of **£30,409.11** be accepted.

The Bank Balances at 31st July 2007 are as follows:

- Current Account: £1,000
- Premium Business Account: £56,543.71
- Business Reserve Account: £14,517.93
- Treasury Account: £107,500.00

2007/45 REVIEW OF THE BUDGET FOR 2007/2008:

It was reported that due to the amount spent on the Allotments for the fencing, he and the Clerk would be looking to review the Budget for 2007/2008. This will be reported back at the meeting.

Under section 100A (4) of the Local Government Act 1972, the public and accredited representatives of the newspapers are excluded from the meeting from this point onwards on the grounds that it involved the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act by virtue of the paragraph specified against the item.

2007/46 CIVIC CENTRE:

The Chairman updated the Committee on the Civic Centre Rent review.

The report and any progress will also be reported to full Council.

The Full report is recorded in the Councils Confidential Minutes held by the Clerk.

2007/47 CLOSE OF MEETING:

The Chairman thanked everyone for attending and closed the meeting at 8.32pm

Signed.....

Chairman of the Finance Committee

Date.....2007