

THE MINUTES OF THE CROSSWAYS PARISH COUNCIL FINANCE AND ADMINISTRATION COMMITTEE HELD IN THE SPORTS PAVILION, DICK O' TH' BANKS ROAD AT 7PM OF MONDAY 11TH SEPTEMBER 2006

Present: Cllr A Brewer, Cllr J Chubb, Cllr J Manuel, Cllr R Peacocke, Cllr T Connor, Cllr C Harriss and Cllr S Bradley

GENERAL AGENDA

Chair: Cllr Brewer

ITEM 1 APOLOGIES FOR ABSENCE Apologies were received from Cllr Russell, Cllr Stenning and Cllr Round.

ITEM 2 DECLARATIONS OF INTEREST In accordance with the Code of Conduct, Members are required to declare the existence and the nature of any personal or personal prejudicial interests in the following three agendas as defined in the Code and to indicate the action they will be taking when the item is considered. There were no declarations of interest.

ITEM 3 DECLARATIONS OF PREDETERMINATION Members to declare if they consider that they have predetermined or may predetermine in relation to the following items and to indicate the action they will be taking when the item is considered. There were no declarations of predetermination.

ITEM 4 CONFIRM DATE OF NEXT MEETING – Monday 9th October 2006 Confirmed

FINANCE AND ADMINISTRATION COMMITTEE

Chair: Cllr A Brewer

ITEM 1 MINUTES OF THE PREVIOUS MEETING (10th July 2006) The Minutes of the previous meeting were accepted as a true record and duly signed.

ITEM 2 MATTERS ARISING FROM THE MINUTES

ITEM 3 CHAIRMAN'S REPORT The Chairman had nothing to report that is not covered by the agenda.

ITEM 4 TO CONSIDER RESPONSE TO PARAGRAPH 2.1 OF THE EXTERNAL AUDITORS REPORT FOR THE YEAR END MARCH 2006 AND NOTE AND AUTHORISE AMENDMENTS Cllr Brewer confirmed that he had received a copy of the external auditors letter and proposed the following response;

2.1 The Council holds monies given in Section 106 agreements to maintain open spaces including the provision and maintenance of open spaces. The council is in the process of providing a MUGA (Multi Use Games Area), it is intended to use part of this money to help towards this provision. The Parish Council is at present working with WDDC to distribute the £10,019 (also Section 106) to local groups and organisations."

1.1 – 1.5 The Clerk advised the Councillors of the amendments required to the Annual Return and the reasons and explanations for these amendments.

Councillors agreed with these responses and Cllr Brewer signed the amendments.

AGREED

ITEM 5 REPORT GRANT APPLICATIONS PROGRESS – MUGA Cllr Brewer explained that he had completed the application form for funding from Sport England and this application was in the process of being checked by Christine Stone of WDDC as advised at the meeting held with the Council on August 15th. Christine Stone agreed to assist the Council with its application for funding for the MUGA. Cllr Brewer advised that the maximum grant available from Sport England is £35,000 and further funding will be required.

ITEM 6 REPORT VOLUNTARY LAND REGISTRATIONS (CLLR BREWER) Cllr Brewer reported that as agreed during the July meeting he and the Clerk had attended the Land Registry during the Council recess. Cllr Brewer was able to report that the Council's land is all properly registered. It was noted that the Land Registry Officer advised that the details of Clerk recorded at the Land Registry were out of date. The Clerk has written to past Clerks (Mr Lush, Mr Pomeroy and Mrs Harley) requesting signed agreement for the amendments to be made to state the incumbent Clerk. The Clerk was asked to ensure that this action is recorded as a requirement of handover to new Clerks.

ACTION: CLERK

ITEM 7 TO RECEIVE AND CONSIDER MONTHLY BUDGET REPORTS AND APPROVE EXPENDITURE TO INCLUDE SLCC (SOCIETY OF LOCAL COUNCIL CLERKS CONFERENCE) £265.00 Councillors were given a copy of the Finance & Administration budget to date. No matters of concern were noted. Expenditure was agreed for the Finance & Administration budget as follows:

Expenses Chairman	50.00
Fee/Expenses Internal Auditor	142.20
Salary Clerk	754.50
Inland Revenue (PAYE)	230.63
Viking Direct (Stationery)	42.15
Net Benefit (Web Site)	292.58
National Conference Clerk (Training)	265.00
S Manuel (Grass cutting CPC & DCC)	944.00
Fleet (Line Markers)	171.88
Loc Out (Security Annual Inspection)	146.88
J Pierson (Landscape Maintenance) Ltd	264.37
S Manuel (Shrub and Tree Maintenance Contract)	500.00

Proposed Cllr Peacocke, seconded Cllr Harriss **AGREED**

ITEM 8 ANY LATE URGENT ITEMS There were no late urgent items.

There being no other business the meeting closed.

Signed Chairman 2006