

Shincliffe Parish Council  
Minutes of the Meeting of the Finance Committee – held on  
Tuesday 14<sup>th</sup> June 2016 - 7pm at The Avenue Inn

<b>1.</b>	<p><b>Present: Cllr G Lee (in the Chair), Cllr A Olechnowicz, Cllr A Lee and K Cuthbert (Parish Clerk)</b></p> <p><b>Apologies: None</b></p>	
<b>2.</b>	<p><b>Notes of previous meeting and matters arising:</b> It was resolved that: the minutes of the meeting held on 12<sup>th</sup> January 2016 be approved as a true record subject to the following amendment: Item 3 (PC Budget FY16/17) – to read ‘It was noted that the sustainable planting initiative would be likely to facilitate further reductions in the underlying Horticulture expenditure from 2017/18.’</p>	
<b>3.</b>	<p><b>Financial Regulations</b> The Clerk presented a draft version of Financial Regulations for the Finance Committee to consider. The Clerk agreed to circulate the document. The Finance Committee agreed to review this document and provide feedback at the June Parish Council meeting.</p>	<b>ALL</b>
<b>4.</b>	<p><b>Accounts FY15/16</b> The annual accounts were approved.</p>	
<b>5.</b>	<p><b>FY16/17 Budget</b> The FY16/17 budget was noted. A review of the first quarter actual to budget would be performed at the next Finance Committee meeting.</p>	
<b>6.</b>	<p><b>Horticulture financial analysis</b> Detailed Horticulture financial analysis is maintained by the Horticulture Chair on a regular basis which is independently reconciled by the Clerk. This constitutes a robust financial control and will remain in place.</p> <p>Following on from the efficiencies gained by implementing the new budget control, further opportunities for efficiency were discussed. In particular, incorporating the horticulture analysis would generate further reconciliation and reporting efficiencies, and ultimately save the clerk valuable time.</p> <p>The Finance Committee agreed that the Horticulture analysis should be incorporated within the new budget control. The Clerk and Cllr A Lee agreed to work together to progress, and to report back at the next Finance Committee meeting.</p>	<b>Clerk/ AL</b>
<b>7.</b>	<p><b>Quality Gold</b> Further developments have prompted a change to the Quality Gold plan. This would be discussed at the next Quality Gold meeting.</p>	

8.	<b>AOB</b> <ul style="list-style-type: none"><li data-bbox="320 241 488 286">• No AOB</li></ul>	
9.	<b>Date of next meeting:</b> Tuesday 13 <sup>th</sup> September 2016 – 7pm at The Avenue Inn.	