

BRANDON & BYSHOTTLES PARISH COUNCIL
MINUTES OF THE FINANCE COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBERS
6 GOATBECK TERRACE, LANGLEY MOOR, DURHAM
ON TUESDAY 3RD JUNE 2015, AT 7.00 PM

PRESENT

In the absence of the Chairman and Vice Chairman, Councillor Grantham was nominated to take the Chair.

**Councillor Grantham (in the Chair)
and Councillors Bell, Mrs Gates, Jamieson, Sims and Taylor**

Fin. 1 ELECTION OF CHAIRMAN

RESOLVED: That the Chairman of the Council be elected as Chairman of the Committee for the ensuing year.

Fin. 2 ELECTION OF VICE CHAIRMAN

RESOLVED: That the Vice Chairman of the Council be elected as Vice Chairman of the Committee for the ensuing year.

Fin. 3 DECLARATIONS OF INTEREST

There were no declarations of interest.

Fin. 4 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs Akins, Nelson, Mrs Nelson, Turnbull and Mrs Wharton.

RESOLVED: To receive the apologies.

Fin. 5 YEAR END ACCOUNTS 31ST MARCH 2015

Approval was requested for the end of year accounts as at 31st March 2015.

RESOLVED: To recommend approval of the end of year accounts for 31st March 2015.

Fin. 6 ESTIMATES/ ACTUALS AS AT 31ST MARCH 2015

Approval was requested for estimates/ actuals as at 31st March 2015.

RESOLVED: To recommend approval of the estimates/ actuals as at 31st March 2015.

Fin. 7 **WARD ESTIMATES/ ACTUALS AS AT 31ST MARCH 2015**

Approval was requested for ward estimates/ actuals as at 31st March 2015.

RESOLVED: To approve the ward estimates/ actuals as at 31st March 2015

Fin. 8 **ANNUAL AUDIT RETURN YEAR ENDING 31ST MARCH 2015**

Approval was requested for Sections 1 and 2 of the Annual Return year ending 31st March 2015 which had been forwarded to Members as Appendix to agenda.

RESOLVED: To recommend approval of Sections 1 and 2 of the Annual Return year ending 31st March 2015 and to note the completion of Section 4 by the Internal Auditor.

Fin. 9 **ESTIMATES/ ACTUALS TO 30TH APRIL 2015**

Approval was requested for the estimates/ actuals at 30th April 2015.

RESOLVED: To approve the estimates/ actuals at 30th April 2015.

Fin. 10 **WARD ESTIMATES/ ACTUALS TO 30TH APRIL 2015**

Approval was requested for the ward estimates/ actuals at 30th April 2015.

RESOLVED: To recommend approval of the ward estimates/ actuals at 30th April 2015.

Fin. 11 **ACCOUNT BALANCE 21ST MAY 2015**

Approval was requested for the account balances at 21st May 2015.

RESOLVED: To recommend approval the account balances at 21st May 2015.

Fin. 12 **UNPAID ALLOTMENT RENTS**

The following unpaid rents were reported to Council:

ALDER PARK	9	£32.00
ALDER PARK	11	£32.00
COMMERCIAL STREET	13	£32.00
HIGH BROWNEY	7	£32.00
LOW BROWNEY	39	£32.00
LOW MEADOWFIELD	1	£32.00
EMPIRE FIELD	3a	£16.00
BROOMPARK	17	£32.00
HAMILTON ROW	25	£32.00
HAMILTON ROW	42	£32.00

RESOLVED: To write off unpaid rents.

Fin.13 **UNPRESENTED CHEQUES AT 21ST MAY 2015**

The following cheques were unpresented:

26.11.14	207913	NAC – Fees Glasgow	£708.00
4.12.14	207961	St. John Ambulance	£175.00
15. 1.15	208008	DCC – Holocaust Memorial Day	£100.00

The Clerk informed the meeting that she had contacted each organisation and NAC and St. John Ambulance confirmed they had not received cheques. Durham County Council were chasing up the cheque for £100.

RESOLVED: To recommend the re-issue of the cheques to NAC and St. John Ambulance and to wait for response from Durham County Council.

Fin.14 **APPROVAL OF PAYMENT OF INSURANCE PREMIUM**

The annual premium for 2015/16 was £3,327.40.

RESOLVED: To recommend approval of payment of the premium.

The meeting closed at 7.25 pm

Signed

Date