



MINUTES - Finance & Admin Committee 12/5/09

12-May-2009

WELLESBOURNE PARISH COUNCIL

Minutes of the Finance and Administration Committee of the Council meeting held on Tuesday 12th May 2009 at 7.30 pm at the Parish Council Office, 2 School Road, Wellesbourne

Present: Chairman: Cllr Johnston, Cllrs Grantham, Blundall, Close, Rutherford, Copeland and Wright

Acting RFO: Ms Morrall Members of the public: 0 Members of the press: 0

1. Election of Chairman

Cllr Johnston was elected, there being no other nominations

2. **Apologies for Absence** - there were none

3. Declarations of Interest

Declarations of interest (personal or prejudicial) under the provisions of the LGA 2000, Parish Councils (Model Code of Conduct) Order 2001.

Cllr Grantham prejudicial interest in connection with the Football and Social Club 97, Wellesbourne Conservative Club Ltd and a personal interest in all matters appertaining to Walton Estates

Cllr Close personal interest in connection with St Peters Church as a member of the church and a personal interest in the Dene Valley Leisure Centre.

Cllr Wright personal interest in connection with the Methodist Hall

Cllr Rutherford personal interest in parking matters in relation to Chedham's Yard

4. **Confirmation of Agenda** - the agenda was confirmed.

5. Confirmation of the minutes of 20th January 2009

The minutes were confirmed and signed by the Chairman.

6. **Matters arising** - there were none.

7. **Open session** for members of the public to raise any matters of relevance to the Parish and for any Cllr with a prejudicial interest in an item on the agenda to speak on that item

No members of the public were present

8 Progress of year end arrangements

The acting RFO Sarah Morrell was in attendance. She reported on the difficulty which she was having dealing with Edge Design to achieve the correct Year End Procedures. Members of the Committee asked for copies of check list of information which was

required. It was agreed that the advice of WALC be sought if there were difficulties in achieving the End of Year by 1st July.

Cllr Bolton offered assistance in obtaining the necessary information, and Mrs Lipman will also be asked to assist.

9. Financial accounting system - approach to Edge Design

Members recalled the difficulties which the current arrangement with Edge Design had presented. At present it was possible to use the system, as the year end procedures had not been concluded.

AGREED unanimously that the Council should be recommended to move to a Standard Accounting Package as soon as possible. It was suggested that the advice from WALC be sought concerning an alternative product suitable for a Council of this size.

Prop Cllr DJ 2nd Cllr JG

10. Any other urgent business as agreed by the Chairman

There was an item which would be dealt with under the Confidential Agenda

11. **Date of next meeting 14th July 2009-** Noted.

Resolution:

In view of the confidential nature of the business to be discussed, the public and press be excluded from the meeting in accordance with the Public Bodies (Admission to meetings) Act 1960, Section 1

Approved

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