



**Minutes of Kingsclere Parish Council Finance & Establishment Meeting,
held at 7.30pm on Monday 17th March 2014 at the Village Club**

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| F&E 03/14 | Present: Cllrs. Denness (chair); Farey; Peach; Sawyer: S Thompson – Clerk; Y DeSavigny – Minutes Secretary | Action |
| 03/14.1 | Apologies: Cllrs Bond; N Peach | |
| 03/14.2 | Declarations of interest: None: | |
| 03/14.3 | Minutes: Minutes of the meeting on 11 th November 2013 signed off at OM 25th November 2013 were reviewed. | |
| 03/14.4 | Matters arising: i. Interest bearing Bond – Our Investment Bond is due to mature on 3rd April 2014. It was unanimously agreed not to re-invest and transfer the funds to the general reserve. ii. New Bank Account - The application for new Bank account at Barclays is progressing. | |
| 03/14.5 | Repeal of s.150 of LGA 1972 & Legislative Reform Order: The instruction in s.150 of LGA 1972 stating the requirement that all payments require two 2 signatures before payment has been repealed. Electronic banking arrangements can be made as long as financial safeguards are put in place. Clerk to investigate recommended procedures and look at our regular payments. | Clerk |
| 03/14.6 | Review of Internal Audit Effectiveness: IAE was reviewed by the committee, no changes required and unanimously approved. | |
| 03/14.7 | Review of Budget Forecast: .i Street lighting charges will be increased: Program to replace lighting to commence in April. .ii Confirmation of the tax base levels have been received from BDBC. The Community Tax Support grant is being passed onto the parishes. | |
| 03/14.8 | Audit arrangements for 2014: .i The Asset Register no longer requires to show insurance value but should reflect actual values. .ii Clerk to arrange the Annual Risk Assessments to be done. | Clerk |
| 03/14.9 | Date of Next Meeting: Will be set at the AGM on April 28th 2014 | |

There being no further business, the meeting closed at 8.05pm

Signed:.....
Chairman

Date:.....

Signed:.....
Parish Clerk

Date:.....