***FINANCE COMMITTEE MINUTES***

**MINUTES** of the Wrockwardine Wood & Trench Parish Council Finance Committee Meeting held on Monday 12th June 2017 at the Parish Council Centre, Church Road, Wrockwardine Wood at 7pm

**PRESENT: Cllr’s. Mrs S.A. Watkins (Chair), C.F. Smith (Vice Chair) and Miss H. Smith**

**17/940 Election of a Chairman**

 **RESOLVED –** to elect Cllr. Mrs. S.A. Watkins as Chair for the forthcoming twelve months.

**17/941 Apologies** were received from Councillors M. Hamner (illness), J. Thompson (another

 meeting)

**17/942 Election of a Vice-Chairman**

 **RESOLVED –** to elect Cllr. C. Smith as Vice-Chair for the forthcoming twelve months.

**17/943 Disclosable Pecuniary Interests**

 There were no declarations of interest in any item on the agenda.

**17/944** **Budget Information**

The Clerk distributed copies of the financial statement and bank reconciliation up to the 31st March for the 2016-2017 financial year, which Included an update on income and expenditure received since the last statement of 29th March 2017.

 **RESOLVED** that these documents now form part of the Annual Audit which needs to be

 completed and returned to the External Auditor, Mazars before 30th June 2017.

**17/945 Internal Auditors Report**

The Clerk explained that the Internal Audit took place on Friday 26th May 2017, copies of the Audit Report were distributed to all present. The Audit Report made a number of recommendations that needed to be picked up by the Parish Council, but on the whole the report was satisfactory.

Councillor C. Smith said that the audit was one of the most comprehensive reports he had received from an auditor and thanked the former Clerk and current Clerk for all the work involved. He said it was an excellent audit and that it should be recommended to Full Council to follow up the recommendations.

**17/946 Parish Environmental Team**

Councillors were asked to consider a request from the PET Team operatives for the Parish

 Council to purchase a number of hand tools to be used by their team only. The Clerk read out

 a list which included a strimmer, rake , hoe, 2 x trowels, 2 x forks, 2 x secateurs and long

 loppers.

 The Committee had concerns where the equipment would be stored from a security

 point of view. The Clerk was tasked with contacting TWS Ltd to arrange safe

 storage of equipment if purchased.

 **RESOLVED** that the Clerk was tasked to get several quotes for the equipment and would

 use petty cash to purchase some of the smaller items in the interim for the PET Team to use.

**17/947 The Cockshutt**

The Clerk explained that she had a meeting with the Telford & Wrekin Council Dog Warden

 and PCSO’s to look at how to tackle complaints of dog mess being left on the Cockshutt.

 The Committee were asked to consider the purchase of additional dog waste bins for the

 centre of the Cockshutt and signage for lampposts. The Clerk had also contacted the Clerk

 of St. Georges & Priorslee Parish Council to see if they would contribute to purchasing new dog

 waste bins and the Clerk had agreed to consult with her Councillors.

 The Committee discussed the issue raised and were happy for the Clerk to contact the

 Environmental Team to see if any signage is available to be put up on lampposts in the area

 but disagreed with the purchase of dog waste bins for the centre of the Cockshutt as emptying

 them would be a problem.

 **17/948 Date & Venue of the next meeting**

 Tuesday 5th September at 7pm in the School Hall.

 Meeting finished 7.40pm.

**Signed*…………………………………………… Date ……………………………… Chair.***