

# BARNT GREEN PARISH COUNCIL

80 Hewell Road, Birmingham, B45 8NF

0121 447 9893  
07410 906 282

exec@barntgreen.org.uk  
www.barntgreen.org.uk



## Finance & General Purposes Committee Meeting Monday, 8<sup>th</sup> October 2018 at 10am at 80 Hewell Road B45 8NF

### MINUTES

<b>Members present</b>	Cllrs R Cholmondeley (Chairman), C Hotham, P Perry
<b>In attendance</b>	Gill Lungley, Executive Officer
<b>F18-08</b>	<b>Apologies</b> Cllr J Jagger
<b>F18-09</b>	<b>Declarations of Interest</b> No declarations of interest received.
<b>F18-10</b>	<b>The meeting will be adjourned for Public Question Time</b> No requirement to adjourn the meeting.
<b>F18-11</b>	<b>To approve the minutes of this committee meeting held 09/07/2018</b> The minutes of the meeting held 09/07/2018 were approved and signed.
<b>F18-12</b>	<b>Members considered the following business:</b>  <b>a) Transfer of funds from deposit account to Building Society Account</b> <b>AGREED</b> to transfer £10,000 from the bank deposit account to the Cambridge Building Society (CBS) account as soon as possible.  To also: aa) add Cllr P Perry to the list of CBS signatories; ab) check interest rate at CBS ac) consider what is offered by alternative instant-access accounts.  <b>b) Review of half-year performance against budget</b> Adjustments were made to the projected outturn on lines 9 (office running costs) and 18 (grants / donations) and accepted.  Members noted: <ul style="list-style-type: none"><li>- New office reference book is now available. The 11<sup>th</sup> edition of Local Council Administration (Charles Arnold-Baker) ed. Paul Clayden for £103.99.</li></ul> <b>c) Review of the Council's level of risk</b> The Risk Review Log for the year ended March 2018 was presented and noted. Members agreed to: <ul style="list-style-type: none"><li>ca) undertake a more formal inspection of the physical assets annually;</li><li>cb) carry out a quarterly check of salary/HMRC/NI/pension payments;</li><li>cc) purchase a fire extinguisher for use in the office;</li><li>cd) ask the landlord whether the recent fire safety assessment was acceptable.</li></ul>

