

BENSON PARISH COUNCIL

Parish Hall, Sunnyside, Benson, Wallingford. OX10 6LZ
Tel: 01491 825038 e-mail: bensonparish.council@virgin.net

Minutes of the Benson Parish Council Finance Committee held on On Monday 14th November at 7:30PM in the Committee Room

Present: Cllr P. Peers (PP)
Cllr J. Fowler (JF)
Cllr T McTeague (part) (TM)
Cllr P. Baylis
Proper Officer: Anna Field (RFO)

1. **Apologies** – none
2. **Declarations of Interest** – None declared
3. **Public Session** – There were no members of the public present.
4. **Minutes of the last meeting** – The minutes of the Finance Committee Meeting held on 18th October were signed at the Benson Parish Council meeting on 27th October 2016.
5. **Online banking procedure:**
RFO to report in January RFO
6. **Land valuations:**
RFO to circulate copy of new land valuations RFO
7. **Fire Regulations Works:**
Certain items are currently being held back pending the Hall extension plans and associated refurbishment eg the roller shutters. Other items might have more cost effective solutions eg door closers rather than replacement doors. Plans and discussions continue
8. **Hall Hire Rates:**
Cllr McTeague to confirm that hall hire rates can now go on the website TM
Cllr McTeague to be asked to arrange for Halls Manager to start recharging PRS to users
Halls committee to be asked to provide proposals for 2017/18 hire rates
9. **Risk Assessment Review**
RFO to report in January RFO
10. **Transparency Code:**
Cllr Baylis to arrange for Tech Committee agendas and minutes to be loaded and to load Full Council agendas at the point they are approved by Full Council PB
11. **External Audit:**
Now complete RFO
12. **Debt Review and Policy:**

Recommendation to Full Council;

RFO

That the 2016 Debt Recovery Policy is adopted

2017/18 Budget

RFO

RFO to amend draft budget as presented, clarifying queried items and organise budget submissions by Sub Committees into appropriate budget headings. RFO to circulate as soon as next draft is available

13. **Date of Next Meeting:** 6th December 2016

Anna Field Responsible Finance Officer 16th November 2016