UPTON BY CHESTER AND DISTRICT



PARISH COUNCIL

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Minutes of the Meeting of the Finance Committee held on 6 November 2017, at Upton Pavilion, Upton, Chester.

Present: Cllr A Bennion (Chairman), Cllr J Houlbrook, Cllr J Lee, Cllr H McNae,

Cllr F Samuel, Cllr K Vaughan and Cllr A Walmsley.

In attendance: Mrs S Pollard (Clerk).

**1. APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Cllr Eardley and Cllr Paddock.

**Resolved: the apologies for absence were noted.**

**Cllr Evans and Cllr S Lloyd were also absent.**

**2. DECLARATIONS OF INTEREST.**

No declarations of interest were given.

**3. MINUTES.**

**Resolved: that the Minutes of the Meeting held on 24th July 2017 were approved as a correct record and signed by the Chairman.**

**Proposed by Cllr McNae, seconded by Cllr Vaughan.**

**4. CLERK’S REPORT.**

It was reported that regarding the timescales for work being done by the new QE II Playing Field Sub-Committee, it is the intention of the Chairman of the committee to progress work as quickly as possible within an expected 12-18 month period. It was also reported that a baseline assessment is to take place in the first instance along with a public consultation.

**Resolved: that the Clerk’s Report be received.**

**5. SIX MONTH BUDGET REVIEW.**

The clerk provided the committee with a 6 month budget report. Significant over and under spends were noted. This included a high spend for stationery which includes printer ink; the clerk reported that her printer is old and may be inefficient and expensive as a result.

**Resolved: that the six month budget review is noted. The clerk will source a new more economical printer.**

**6. BUDGET 2018/19.**

**Members were asked to consider if the budget headings used for setting the current budget were still fit for purpose.**

It was noted that the cost of the bowling green far outweighs the revenue. It was acknowledged that the specialist maintenance required is costly and that the bowling green is a service provided by the Parish Council and not a profit making operation.

Members requested a pavilion stock expenditure forecast for next meeting.

It was also requested that due to anti-social behaviour, sensor lighting is fitted to illuminate the orchard area to the rear of the pavilion.

**Resolved: that the committee will liaise with the General Purposes Committee to find ways to increase the use of the bowling green.**

**The clerk will arrange for external lighting to be sourced and will provide pavilion stock expenditure information at the next meeting.**

**7. SPONSORSHIP.**

The final draft of the Sponsorship Policy has been circulated. Members were asked to review the document and send comments to the Chairman in time for presenting to the Parish Council on 4th December.

**Resolved: Members will comply with the above request.**

**8. ANNUAL AUDIT REPORT.**

**Resolved: no further action – this item was taken at the full Parish Council meeting on 30 October.**

**9. DATE AND TIME OF THE NEXT MEETING.**

**Resolved: that the date and time of the next meeting of the Finance Committee will be on 27 November 2017 at 7pm.**