

# Darnhall Parish Council

To: **The Members of Darnhall Parish Council Finance Committee  
(Councillors Strachan, Lee and Sherry)**

**All other Members of the Parish Council**

Dear Councillor

You are summoned to attend the meeting of the Darnhall Parish Council Finance Committee to be held **remotely** on Tuesday 8<sup>th</sup> December 2020 at 7.30pm.

**MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND THIS MEETING.**

**NB. This meeting will be held according to government guidelines relating to the ongoing COVID-19 pandemic.**

Topic: Darnhall Parish Council - Finance Committee

Time: Dec 8, 2020 07:30 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/82070722563>

Meeting ID: 820 7072 2563

One tap mobile

+442034815237,,82070722563# United Kingdom

+442034815240,,82070722563# United Kingdom

Dial by your location

+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

+44 203 901 7895 United Kingdom

+44 131 460 1196 United Kingdom

+44 203 051 2874 United Kingdom

Meeting ID: 820 7072 2563

Find your local number: <https://us02web.zoom.us/j/82070722563>

Yours Sincerely,

Dr Mark Bailey

**Interim Parish Clerk**

# AGENDA

## 1. APOLOGIES

Apologies for absence should be notified to the Clerk before 6.00 pm on the day of the meeting, if possible.

## 2. DECLARATIONS OF INTEREST

Members to declare any disclosable pecuniary interest or non-pecuniary interest which they have in any item of business on the agenda, the nature of that interest, and in respect of disclosable interests, to leave the meeting prior to the discussion of that item. If declarations are not made at this point in the proceedings, they should be made as soon as the Member becomes aware of an interest. Whilst the Clerk can advise on the Code of Conduct and its interpretation, the decision to declare (or not) is the responsibility of the Parish Councillor, based on the circumstances of the matter in hand.

## 3. MINUTES – 6<sup>th</sup> OCTOBER 2020

To approve the attached minutes from the meeting of the Finance Committee of 6<sup>th</sup> October 2020

[https://www.darnhallparish.co.uk/uploads/7/2/9/0/72904347/minutes\\_-\\_fc\\_6th\\_october\\_2020.pdf](https://www.darnhallparish.co.uk/uploads/7/2/9/0/72904347/minutes_-_fc_6th_october_2020.pdf)

## 4. MATTERS ARISING

To consider any matters arising from the above minutes.

## 5. ISSUES

The following issues will be considered at the meeting.

- Ledgers (1.4.20-31.10.20) and (1.4.20-30.11.20)  
*Members asked to note the ledgers.*

[https://www.darnhallparish.co.uk/uploads/7/2/9/0/72904347/darnhall\\_parish\\_council\\_ledger\\_01.04.20\\_-\\_31.10.20\\_8.12.20.pdf](https://www.darnhallparish.co.uk/uploads/7/2/9/0/72904347/darnhall_parish_council_ledger_01.04.20_-_31.10.20_8.12.20.pdf) (Oct 2020)

[https://www.darnhallparish.co.uk/uploads/7/2/9/0/72904347/darnhall\\_parish\\_council\\_ledger\\_01.04.20\\_-\\_30.11.20\\_8.12.20.pdf](https://www.darnhallparish.co.uk/uploads/7/2/9/0/72904347/darnhall_parish_council_ledger_01.04.20_-_30.11.20_8.12.20.pdf) (Nov 2020)

- Budget Setting 2021-22 (documents attached)  
*To consider ideas and issues relating to the 2021-22 budget. These include: -*
  - *Level/Use of Reserves*
  - *Areas for budget increase*
  - *Areas for budget reductions*
  - *New areas of expenditure/income*
  - *Level of precept*

*To feed into the final budget precept/decision by the Parish Council in January 2021*

[https://www.darnhallparish.co.uk/uploads/7/2/9/0/72904347/report\\_-\\_budget\\_2021-22\\_13.11.20.pdf](https://www.darnhallparish.co.uk/uploads/7/2/9/0/72904347/report_-_budget_2021-22_13.11.20.pdf) (Budget Report)

[https://www.darnhallparish.co.uk/uploads/7/2/9/0/72904347/draft\\_budget\\_2021-22\\_13.11.20.pdf](https://www.darnhallparish.co.uk/uploads/7/2/9/0/72904347/draft_budget_2021-22_13.11.20.pdf) (Budget 2021-22)

- Funding  
*To consider the attached document produced by the Cheshire Association of Local Councils on sources of funding for parish councils.*

[https://www.darnhallparish.co.uk/uploads/7/2/9/0/72904347/funding\\_and\\_grants\\_bulletin\\_-\\_974\\_october\\_2020.pdf](https://www.darnhallparish.co.uk/uploads/7/2/9/0/72904347/funding_and_grants_bulletin_-_974_october_2020.pdf) .

- Petty Cash System  
*To consider the attached draft policy*

[https://www.darnhallparish.co.uk/uploads/7/2/9/0/72904347/petty\\_cash\\_system\\_3.12.20.pdf](https://www.darnhallparish.co.uk/uploads/7/2/9/0/72904347/petty_cash_system_3.12.20.pdf)

- Purchase Orders  
*To approve the creation of a purchase order system, including use of a purchase order book (see attached document)*

[https://www.darnhallparish.co.uk/uploads/7/2/9/0/72904347/petty\\_cash\\_system\\_3.12.20.pdf](https://www.darnhallparish.co.uk/uploads/7/2/9/0/72904347/petty_cash_system_3.12.20.pdf)

- Village Hall Issues (including budget)  
*To consider the attached budget papers and to consider any financial issues relating to the Village Hall*

[https://www.darnhallparish.co.uk/uploads/7/2/9/0/72904347/budget\\_mon\\_sep\\_2020\\_1.12.20.pdf](https://www.darnhallparish.co.uk/uploads/7/2/9/0/72904347/budget_mon_sep_2020_1.12.20.pdf)

- Review of Strategic Plan  
*To consider any proposals following discussions at the November 2020 Parish Council meeting*
- Bank Mandate  
*To make the following changes to the various bank mandates.*

*Remove 'Helen Moss' and replace with 'Mark Bailey'.*

*Two existing signatories will be required to sign the bank mandate forms, which will be submitted once completed.*

### **RECOMMENDATION**

*To resolve that authorised signatories in the current mandate for the NatWest current account be changed in accordance with the section on Authorised Signatories and that the current mandate will continue as amended.*

*To confirm wording for the Barclays accounts.*

- Online Banking  
*To approve a move to online bank accounts for the Parish Council's Barclays Bank accounts.*

**6. ANY OTHER BUSINESS**

**7. DATE OF NEXT MEETING**

Tuesday 9<sup>th</sup> March 2021 – 7.30pm - TBD