

**Wheathampstead Parish Council
Finance Committee
2 July 2015, 19.30h**

| | | | |
|---------|-------------|--|---------------------------|
| Present | Councillors | D Davies E Habib L Halford T Reason | Chairman Substitute SH |
| | | Julia Warren | Clerk |
| | | Press | 0 |
| | | Public | 0 |

4196-15 Apologies

Apologies were received and accepted from Councillors A Brewster, G Clark, A Dante, S Haynes, D Johnston and J Shardlow (personal reasons).

4197-15 Public Speaking

None.

4198-15 Specific Declarations of Interest and Dispensations

None.

4199-15 Minutes of meeting of 26 January 2015

Councillor Reason proposed, seconded by Councillor Halford, and it was agreed that the Minutes of the meeting held on 26 January 2015 be approved.

Resolved **To confirm the Minutes of the meeting held on 26 January 2015 to be a true and fair account and for these to be signed by the Chairman.**

4200-15 Bank Report

Sage generated bank reports were compared to statements from the Co-operative Bank and Public Sector Deposit Accounts, consistency was agreed.

Resolved **To confirm that balances matched bank reports**

4201-15 Memorial Hall hire rates for the Wheathampstead Dramatic Society

Traditionally the WDS had received disproportionately discounted fees to hire the hall. Internal Audit had recommended a more consistent approach. WPC had approved fees changes for all other

hirers, the WDS the last regular hirer to be considered.

Councillors noted the valuable community benefit the dramatic group brought to the Village and acknowledged their efforts to work with the Parish Council in identifying a mutually acceptable rate. The WDS has also acknowledged that other hirers wished to use the facilities and thus the need to leave the rooms accessible in the run up to play week. On some previous occasions the Green Room in particular had been left full of props and un-hireable.

Given the exceptional circumstances Councillor Habib proposed, seconded by Councillor Reason and it was agreed that a 70% discount be applied (compared to the normal 50% for community groups) in acknowledgement of the community benefit. The WDS were to be asked to specifically acknowledge WPC's sponsorship on all literature. The room use would be monitored and fees reviewed annually.

- Resolved**
- 1 To thank the Wheathampstead Dramatic Society for working with the Parish Council to agree a mutually acceptable hire fee.**
 - 2 To approve a 70% discounted fee for the WDS subject to room use review and public acknowledgement of WPC's sponsorship of productions. This to be reviewed annually.**

4202-15 Bad Debt

It was reported that Horticultural Society had unauthorised bad debts of £16.50 and £42.75 which despite discussions they chose not to repay.

Councillor Reason proposed, seconded by Councillor Halford, and it was agreed, that this be formally recorded in the minutes and their statements as bad debts and written off at year end through the accounting process.

- Resolved**
- This be formally recorded in the minutes and their statements as bad debts and written off at year end through the accounting process.**

4203-13 Budget Review

The income and expenditure report against budgeted figures had been circulated and was reviewed.

Councillor Halford proposed, seconded by Councillor Reason, and it was agreed that the consultancy budget was to cover jobs required by Council regardless of the particular contractor undertaking the work.

