

Woodchester Parish Council

Clerk: Duncan Hayes
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Minutes of the Finance Committee Meeting for Woodchester Parish Council held on the June 26, 2008 at 6.30pm in the Village Hall at North Woodchester.

Present: Cllrs Wigzell, Hamilton, Swait and Bastin
In attendance: Duncan Hayes (Clerk) and no members of the public

The clerk opened the meeting

1. To elect chairman and vice chairman of committee

Cllr Bastin was proposed by Cllr Wigzell and seconded by Cllr Swait. Cllr Bastin was unanimously elected chairman. Cllr Swait was elected as vice chairman. Cllr Bastin took the chair.

2. To accept apologies for absence

There were no apologies

3. To receive questions from members of the public

There were no questions

4. To receive declarations of interest in items on the Agenda

There were no declarations of interest

5. To approve the minutes of November 8, 2007

The minutes were approved and signed as a correct record

6. To agree a recommendation to the council following internal audit

The committee examined the accounts for 2007/2008 as well as the report of the internal auditor, the annual return and associated documentation. The committee resolved to recommend the following to full council: That the council approve and sign the statement of accounts, approve and sign the annual governance statement, approve and sign the financial statement for year end and agree submission of the accounts for external audit.

7. To review budget versus expenditure 2007/08

The committee thoroughly examined expenditure against budget for 2007/2008. The committee agreed that all underspend was either related to ongoing projects, for which the funds held on account have been earmarked, or, where the budget proved too large in 2007/2008, this had been remedied in the budget for financial year 2008/2009. The committee resolved to recommend that the full council more closely monitor expenditure against budget at regular council meetings.

8. To review the budget versus expenditure for 2008/09

The expenditure against budget appears normal for this early stage of the financial year

The meeting closed at 6.55 pm

Chair.....

Date.....