



# HALE PARISH COUNCIL

OF THE HALTON BOROUGH IN  
THE COUNTY OF CHESHIRE



## DRAFT MINUTES OF THE MEETING OF HALE PARISH COUNCIL FINANCE COMMITTEE

HELD ON MONDAY 10<sup>TH</sup> 2022 AT 7.00pm

Present: Cllr King, Cllr Cleary, Cllr Trevaskis, Cllr Mitchell, Cllr Brown

In attendance: Mr. Brian Hargreaves (Proper Officer) & 4 Members of the  
Public

1. **Apologies** – Cllr Spargo registered his apologies
2. **Declarations of Interest** - No declarations of interest were received
3. **Public Participation** – No relevant issues were discussed
4. **Minutes** – The minutes of the Finance Committee meeting on 4<sup>th</sup> July 2022 were proposed as a true & accurate account by Cllr King and seconded by Cllr Brown.
5. **Accounts** – The accounts and comparison against budgets for the period 1<sup>st</sup> July 2022 – 30<sup>th</sup> September 2022 were proposed as a true and accurate record by Cllr Cleary and seconded by Cllr Brown
  - **It was noted that a purchase item (Commemorative Mugs) was allocated to the incorrect budget line and should be re-allocated at the next PC meeting as agreed.**
6. **Payments** – The payments 1st July 2022 – 30<sup>th</sup> September 2022 were proposed as a true and accurate record by Cllr Cleary and seconded by Cllr Brown
7. **Sample Invoices** – Cllr Cleary examined 3 sample invoices against payment information recorded on Hale Parish Council's Unity Trust Bank account.
  - i. **R Big Tops Ref: BTUK170416 – OK**
  - ii. **SLCC Ref: MEM240773-1 – OK**
  - iii. **Instant Promotions: Ref: 19222 - OK**

**8. Asset Register** – It was agreed that the Parish Council Asset register should be reviewed in more depth at the next appropriate meeting of the Full Council. Items highlighted for particular discussion are:-

**i. The Papal Bull**

**j. Review of collective items with a view to separating or depreciating**

**k. Establish ownership of Hale Park Gates & Fencing and adjust records accordingly**

**9. Budget Planning** – The Clerk agreed to ask individual committees for budget forecasts for the coming year to help with the budget & Precept planning taking place in November and December.

**The Chair closed the meeting at 8.40pm**