

5. Adjournment (agenda item 5)

The Chairman moved and it was agreed to adjourn the meeting for a maximum period of 10 minutes to allow members of the public to raise questions.

There were no members of the public present.

6. Monthly Accounts 2011/2012 (agenda item 6)

Members considered and agreed the Council's accounts and budgetary review as at 30 April 2011 (month 1)

7. Bank Reconciliation (agenda item 7)

- a) Members considered and agreed bank reconciliations as at month ending 30 April 2011 (month 1).
- b) Members noted that two Royal Bank of Scotland accounts were closed on 19 April 2011, with all funds being transferred to the Co-operative Bank Account on that date.
- c) Members noted that the short term fixed rate investment with Bank of Scotland matured on 21 April 2011 with the investment of £300,000 being returned to Bank of Scotland Account (Account 3) together with interest earned in the sum of £6,600.

8. Ear Marked Reserves (agenda item 8)

Members considered and agreed the transfer of funds to the Ear Marked Reserve accounts:

Rolling Capital Programme	£12,500
Cemetery Capital Reserve	£ 7,468
Street Lighting	£34,000
Asset Renewal Fund	£ 6,050
Renewals Fund – Ash Centre	£ 5,100
Tree Works	£ 5,655
Christmas Lights	£ 4,000
Reserves – General Fund	£ 2,500

and it was:

Recommended upon consideration that the transfer of funds to the Ear Marked Reserve accounts be agreed.

9. Year End Accounts (agenda item 9)

Members considered the Council's Accounts to Year End 31 March 2011 and it was:

Recommended upon consideration that the Year End accounts to 31 March 2011 be agreed.

10. Annual Return to 31 March 2011 (agenda item 10)

Members considered the Annual Return to 31 March 2011 including:

The Accounting Statement (section 1)
The Annual Governance Statement (section 2)
The Annual Internal Auditors Report (section 4)

and it was:

Recommended upon consideration that the Annual Return to 31 March 2011 be agreed.

11. Internal Audit (agenda item 11)

Members considered the Internal Audit (final 2010/2011) and to agree the responses to recommendations raised and it was:

Recommended upon consideration to defer this item to the Finance and Administration meeting to be held on Monday, 27 June 2011 to enable the Clerk of the Council to compile her responses. Members congratulated the Clerk and the staff of Ash Parish Council on the quality of documentation being maintained.

A typographical error was noted on Page 7 of the Internal Audit Report 2010-11 (Final), paragraph 2 of "Conclusions and Recommendations" regarding the year-end General Reserve balance. This should read: "We note that the year-end General Reserve balance has remained relatively static at £98,615 (£96,879 as at 31st March 2010.)"

12. Committee Spending Limits (agenda item 12)

Members reviewed the Committee and Clerks spending limits, currently:

Clerk - £750.00 per item to a maximum of £3,000.00 per month
Amenities Committee - £3,000.00 per month
Finance and Administration - £3,000.00 per month

and it was:

Recommended upon consideration that no increase to the spending limits is required.

13. Investment Rates for Fixed Term Investment Accounts (agenda item 13)

Following the return of the £300,000 invested with Bank of Scotland, members considered re-investing a set sum and to note the current Bank of Scotland investment rates for Fixed Term investment accounts:

3 months	1.2%
6 months	1.5%
9 months	1.85%
12 months	2.3%

12 month flexi 2.0% - allows 20% withdrawal at any time providing 32 days notice is given and it was:

Recommended upon consideration to invest £100,000 for twenty-four months at 2.7% (rate as of 24th May 2011) and £200,000 for twelve months be agreed.

14. Ash Parish Council Policy Documents (agenda item 14)

Members to note a minor update to Standing Order 32b as issued by SCAPTC, and considered the required number of councillors to be stated:

32. Variation, revocation and suspension of Standing Orders

Current wording: A motion to permanently add to or to vary or to revoke one or more of the Council's standing orders not mandatory by law shall not be carried unless two thirds of the councillors at a meeting of the Council vote in favour of the same.

Updated wording: A motion to add to or vary or revoke one or more of the Council's standing orders not mandatory by law shall be proposed by a special motion, the written notice whereof bears the name of at least () councillors.

and it was:

Recommended upon consideration that the update to Standing Order 32b be noted and that the required number of councillors be stated as 8 be agreed.

15. Christmas Motifs (agenda item 15)

Members noted the installation costs for the 10 Christmas motifs (Ash Street and Ash Wharf) at £1,250 plus VAT and it was:

Recommended upon consideration to defer this item to the Finance and Administration meeting to be held on Monday, 27 June 2011 to seek clarification on whether the figure quoted of £1,250 plus VAT includes storage charges.

16. Yellow Pages Advertising (agenda item 16)

Members considered advertising the Ash Centre on Yell.com in addition to the Yellow Pages directory entry at a combined cost of £260.40 + VAT. Price for Yellow Pages entry only in 2010 was £207 + VAT and it was:

Recommended upon consideration not to renew Yellow Pages directory entry or subscribe to Yell.com but to investigate free advertising opportunities including St Peter's Church magazine – Focus, be agreed. Cancellation to be given both verbally and in writing.

17. Correspondence (agenda item 17)

There was no correspondence to report.

18. Next Meeting (agenda item 18)

The date of the next meeting is Monday, 27 June 2011 commencing at 7.00 P.M.

The meeting concluded at 7.20 P.M.

Chairman _____

Date _____

