

**Finance and Administration Committee – Annual Report 2015-2016**

The Finance & Administration Committee of Ash Parish Council has worked hard during the year to ensure that the Council maintains services to residents whilst ensuring that the Council obtains 'fair value' in all areas that Ash Parish Council has responsibility.

The Committee considers all policy matters and has responsibility for Standing Orders, Receipts and Payments Accounts, assessment of charges, monthly Statements of Expenditure, Renewal Fund recommendations, Parish Council Tax recommendations, Budget control, Banking and Investments, Annual Audit, Calendar of Meetings and Staffing (HR), Superannuation, Lease and Contract Agreements and VAT Returns. The Committee is also accountable for Council records and all Finance including Monthly Expenditure, Receipt Income, Investment Income, Precept and Concurrent Function Grant.

The Committee works effectively with Officers and other Committees in appraising and either recommending and/or approving expenditure in line with the approved budget for the year. Our monthly public meetings also enable members to review accounts and to manage and oversee the budget.

The Parish Council is responsible for upkeep, maintenance and replacement of over 600 residential street lights across the Parish. We are also responsible for four recreation grounds, ten play areas, the allotments in Shawfield Road and Harpers Road, Ash Cemetery and the Ash Centre. The Ash Centre offers residents excellent meeting facilities and is well used by a wide variety of clubs and associations. Rooms are available for hire on a one-off or regular basis at competitive rates.

This year, in terms of finance, we have agreed the re-investment of Close Brothers capital, utility contracts, the Parish cemetery grass cutting contract, cleaning contract for the Ash Centre, upgrade of the Parish server due to failure of the existing server and upgrade of PC software to Windows 10. We also agreed expenditure for Picnic in the Park to celebrate Queen Elizabeth 2 as the Longest Reigning Monarch and agreed the revision and composition of the newsletter Working Group and the Events Working Group. Committee also supported ongoing works to Parish lights and the refurbishment of the Shawfield pedestrian tunnel.

I would like to thank the Clerk and the Officers for their hard work and assistance and my fellow Committee Members for their support and valuable input during the year. I would particularly like to thank my Vice Chairman Cllr Laurence Armes who has Chaired several F&A meetings due to my other commitments as Leader at GBC.

**Cllr Paul Spooner**

Chairman of F&A Committee at Ash PC