

NORTON CANES PARISH COUNCIL

Minutes of Audit & Governance Committee held on 5th January 2012 at Norton Canes Parish Office

Present: Cllrs.P.Gilbert, A.Gilbert, J.Bernard, L.Florence (Clerk)

1. Apologies

Apologies were received from Cllrs.J.Davies and Z.Stretton

2. Review of Expenditure 2011-12

The Clerk produced a spreadsheet relating to the expenditure as at the 31st December 2011 and the pattern of trends against the set budget for 2011-12. Discussion ensued and Councillors noted the contents of the document.

3. Precept 2012 -13

Discussion took place for the 2012-13 Precept taking into account the review of expenditure for 2011-12. Variations were made and a suggested budget for 2012-13 to be put before full Council in January was agreed.

4. Koncas Business Plan

A Business Plan from Koncas has been received to be put before full Council in January. Some discussion ensued on the contents of the document and the points that need to be raised at the Council meeting. It was felt that more structure needed to be implemented to effect change to enable the Project to be sustainable for the future. Cllr.P.Gilbert requested information about the cost of the Project for the Parish Council during the term of the agreement.

Action: Clerk to produce information relating to costs.

5. Lease on Unit 13

The Clerk referred to the Headlease which is due to expire on the 6th September 2012. The Parish Council would need to give notice at the end of February to the Landlords dependant on the discussions at full Council in January 2012.

**6. Date of Next Meeting – To be advised
Meeting closed at 7.45 p.m.**

Signed: **Dated**