

East Donyland Parish Council

Finance & Personnel Committee Meeting – 23rd. May 2018
St Lawrence School, Rectory Road, Rowhedge starting 7pm.

MINUTES

Present: Cllrs D. Clay, P. George, D. Slade and Locum Clerk Kevin B. Money

Members of the Public: None

The Vice-Chair Cllr D. Clay opened the meeting at 7pm.

10/18 To receive and accept apologies and to note absences: Cllrs A. Appleyard, R Helliwell, N. Crouchman

11/18 To Elect a Chairman and Vice-Chairman for the forthcoming year
Cllr P. George proposed Cllr A. Appleyard as Chairman. Cllr D. Slade seconded. All Agreed
Cllr P. George proposed Cllr D. Clay as Vice-Chairman. Cllr D. Slade seconded. All Agreed

12/18 To minute pecuniary & non-pecuniary interest of members in relation to items on the agenda:
No Councillor declared any interest in the items on the Agenda

13/18 To approve the minutes of the meeting held on 21st. March 2018
Cllr P. George proposed. Cllr D. Clay seconded. All agreed

14/18 Public Adjournment: to receive information and queries from members of the public relevant to Finance & Personnel Committee business:

15/18 To review the budget & reconciliation reports produced for the meeting and to note & approve any necessary virements

Bank reconciliations (current & deposit) 30.04.18 – Councillors noted

Budget report 30.04.18 – Councillors noted

Internal Audit report 2017/18 – Cllr P. George highlighted the Internal Auditors report and thanked the Clerk for all his efforts. The clerk informed the meeting that the Annual Return had now been sent to PKF Littlejohns for the External Audit.

16/18 To consider any current and future training needs of the Clerks, RFO & Councillors: Noted

17/18 To review the Action List pertinent to the Finance & Planning Committee – Councillors noted

18/18 To note the time and date of next meeting as 25th. July 2018 at 7pm
The Clerk suggested that the next F&P meeting be directly after the Full Council meeting's in future. This allows Councillors to attend the meeting without giving up another evening out and occupying the school. Cllr P. George agreed with this proposal and suggested the next F&P meeting be held on 12th. July 2018 after Full Council meeting. Cllr D. Slade seconded. All Agreed

19/18 Items for next Agenda

There being no further business the Vice-Chair closed the meeting at 7.20pm and thanked everyone for attending

Signed.....12th. July 2018