

# East Donyland Parish Council

Finance & Personnel Committee Meeting – 8<sup>th</sup> November 2018  
St Lawrence School, Rectory Road, Rowhedge, following full council meeting

## MINUTES

The Chairman, Anna Appleyard, opened the meeting at 8.07pm.

**Present:** Cllrs A Appleyard, D Clay, P George, R Helliwell; Clerk - N Matthews

- 40/18 To receive and accept apologies and to note absences:** Apologies received from Cllr Crouchman.
- 41/18 To minute pecuniary & non-pecuniary interests of members in relation to items on the agenda:** none.
- 42/18 To approve the minutes of the meeting held on 13 September 2018:** AA proposed, DC 2<sup>nd</sup> - agreed.
- 43/18 Public Adjournment: to receive information and queries from members of the public relevant to Finance & Personnel Committee business:** no members of the public present.
- 44/18 To review the budget, finance & reconciliation reports produced for the meeting, and to note & approve any necessary virements:**
- i) Bank reconciliations (current, deposit and debit card) 01.08.18 & 01.09.18:** noted, bank statements to be added for future meetings. NB – payment to D Slavinskis not yet completed, NM to follow up. *Action – the Clerk*
  - ii) Budget monitoring report 01.09.18:** noted; some codes appear underspent, NM to check coding, and chase up invoices as necessary. NM also to request that CBC provide paperwork to evidence that the regular playground inspections are taking place *Action – the Clerk.*
- 45/18 To consider the draft budget for 2019-20:** NM to delete any unused codes no longer required. Noted that the precept will need to be determined once the tax base is known; cllrs agreed that the budget aim for 19-20 should be to ensure that the rate per household remains constant; NM to adjust planned expenditure accordingly to achieve a zero outturn with no increase per household. Recreation Ground signage to be reviewed and updated if needed; NM to estimate a cost within the budget for this. *Action – the Clerk*
- 46/18 To review the Action List pertinent to the Finance & Personnel Committee:** noted.
- 47/18 To note the time and date of next meeting as 10<sup>th</sup> January 2019, following full council meeting:** noted.

The meeting closed at 8.25pm.

Agreed as a true record.

Signed: ..... Date: .....