

HAWARDEN COMMUNITY COUNCIL

Minutes of the Meeting of the
FINANCE COMMITTEE
held on
3 APRIL 2017

PRESENT: Chair: Councillor Glenys Diskin

Councillors: As per Council Meeting

Officers: Mrs S G Jones, Clerk & Financial Officer
Fran Griffiths, Administrator

APOLOGIES FOR ABSENCE:

As per Council meeting.

DECLARATIONS OF INTEREST:

Councillor Clive Carver declared an interest in Item 6, and in accordance with Standing Order No 88 remained in the meeting and did not take part in any vote.

MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the minutes of the previous meeting of the Committee held on 13TH March 2017 be approved as a correct record and signed by the Chair.

MATTERS ARISING FROM THE MINUTES:

There were none.

ACCOUNTS FOR PAYMENT:

The list of payments had been presented for approval. The Clerk stated that due to the Council meeting being brought forward by one week, no salary costs had been included in the list.

IT WAS RESOLVED: that the list of payments in the sum of £8,607.03 be approved for April.

CLERK & FINANCIAL OFFICER'S REPORT:

The Clerk advised of the following:

- The Council's contribution to the Joint Maintenance Agreement for the month of April was £3,778.57.

- The Clerk advised that arrangements had been made for internet banking and a business debit card had been received. She advised that the Council's Standing Orders, Financial Procedures and Expenditure policy would be updated at the AGM prior to proper use of these modernised arrangements.
- A letter had been received from Leah Francis, pupil of John Summers High School, requesting a donation to allow current pupils to receive a memento in lieu of the schools' closure at the end of the Summer term, 2017
- The Clerk sought approval to carry forward balances to the 2017/18 financial year as outlined below.

○ Purchase of new play equipment	£16,252
○ Multi Fuel Stove for the depot	£ 2,000
○ Council Chamber re-modelling	<u>£ 7,000</u>
	£25,252

A discussion took place about the proposals to reconfigure the Council Chamber. Members approved of the recent change in table layout that the Clerk had implemented, but said that any proposal to spend a large sum of money seemed to be an unnecessary expense and other options should be pursued first.

IT WAS RESOLVED:

- i) To note the Council's contribution to the Joint Maintenance Agreement
- ii) To note and agree the modernised financial arrangements
- iii) To write to Leah Francis requesting further details and asking her to complete a grant application form
- iv) To approve the carry forward of balances as outlined above to the 2017/18 budget
- v) To review the reconfiguration of the Council Chamber following the Local Government elections and the election of a new Council

BANK RECONCILIATION:

Due to the fact that the meeting had been brought forward a week the Clerk had been unable to provide the bank reconciliation. She advised that she would email the bank reconciliation to all Members in due course.

IT WAS RESOLVED: to note the update

MEMBERS' INFORMATION ITEMS:

Councillor Alison Halford expressed her best wishes for the future to all Members of the Community Council.