

HAWARDEN COMMUNITY COUNCIL

Minutes of the Meeting of the
FINANCE COMMITTEE
held on
11 SEPTEMBER 2017

PRESENT: Chair: Councillor Helen Meredith

Councillors: As per Council Meeting

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

194/17 APOLOGIES FOR ABSENCE:

As per Council meeting.

195/17 DECLARATIONS OF INTEREST:

There were none.

196/17 MINUTES OF THE PREVIOUS MEETING:

IT WAS RESOLVED: that the minutes of the previous meeting of the Committee held on 10th July 2017 be approved as a correct record and signed by the Chair.

197/17 MATTERS ARISING FROM THE MINUTES:

Councillor Emma Preece asked whether any progress had been made on the provision of Fuel Cards. The Clerk had made some enquiries and as the current supplier provided fuel at a discounted price it was agreed to continue to support local business.

198/17 ACCOUNTS FOR PAYMENT:

The list of payments for September had been presented for approval with a copy of the list of payments agreed at the August recess committee. The Chair expressed her concern at the cost of the postage for the agenda despatch and that we should aim to reduce this cost. Councillors George Hardcastle, Helen Meredith and Lowri Earith agreed to receive agenda papers via email and Councillors Clive and Cheryl Carver and Councillors Emma and Dan Preece agreed to receive one hard copy agenda between them.

IT WAS RESOLVED: that the list of payments in the sum of £26,558.92 for the August recess period be noted and the list of payments for September in the sum of £17,062.92 be approved.

57 Chair's signature: _____

199/17 CLERK & FINANCIAL OFFICER'S REPORT:

The Clerk advised that the Council's contribution to the Joint Maintenance Agreement for the month of September was as follows:

Administration - £3877.88

Maintenance - £3879.66

IT WAS RESOLVED: to note the update.

200/17 INTERNAL FINANCIAL CONTROLS:

The Clerk had circulated a copy of a new draft policy for approval. The policy had been implemented to reflect modernised working practices.

IT WAS RESOLVED THAT: that new policy be approved.

201/17 BANK RECONCILIATION:

IT WAS RESOLVED: to receive the bank reconciliations for the months ending 31st July 2017 and 31st August 2017.

202/17 MEMBERS' INFORMATION ITEMS:

There were none.