

Finance Committee Meeting
Minutes of the meeting held on 1st June 2011 at 8.10pm
In the Committee Room at the Village Hall, Braeside Road, St Leonards

Members Present: Cllr Mrs J House, Chairman

Cllr R Bryan

Cllr R Dudman

Cllr M Dyer

Cllr C House

Cllr M Hockley

Cllr Mrs A Warman

Cllr R Warman

In attendance: Mrs Ann Jacobs Parish Clerk and Cllr Goringe observing.

Public Forum: None

The Chairman took the Chair for the election of the Chairman of Finance Committee for 2011/2012.

50. Election of Chairman of the Finance Committee for 2011/2012 - Cllr R Bryan proposed Cllr Mrs J House for Chairman, seconded by Cllr M Dyer. Agreed unanimously. Cllr Mrs J House took the Chair for the rest of the meeting.

RESOLVED: Cllr Mrs J House was elected Chairman of the Finance Committee for 2011/2012.

51. Election of Vice Chairman of the Finance Committee for 2011/2012 – Cllr R Warman was proposed by Cllr Mrs A Warman, seconded by Cllr R Bryan. This was agreed.

RESOLVED: Cllr R Warman was elected Vice Chairman of the Finance Committee for 2011/2012.

52. Declarations of Interest:-

Name	Details	Declaration
Cllr R Dudman	Trustee of VHMC, will leave the room if there is to be a debate on the accounts. .	Personal & Prejudicial
Cllr R Bryan	Item 7 cheque for travel expenses on Council business and Chairman's Allowance. Cllr Bryan left the room for this item.	Personal & Prejudicial
Cllr Mrs A Warman	Trustee and Chairman of VHMC, will leave the room if there is to be a debate on the accounts.	Personal & Prejudicial
Cllr R Warman	Treasurer of Youth club – Item 10	Personal
Cllr M Dyer	Youth Club EDDC representative on Committee – Item 10	Personal

53. Apologies: were received and accepted from Cllr J Crow and Cllr G Willetts

54. Minutes of the Finance Committee meeting the Minutes of the meeting held on 6th April, 2011 pages 102-103 were approved and signed as a correct record. Proposed by Cllr R Bryan, seconded by Cllr R Dudman.

55. Matters Arising from the Minutes:

1. Min. 503 - Cllr Mrs A Warman asked the Clerk to check the terms of the grant application as the grant awarded from the lottery for the building of the Tennis Club was given on the basis that it was open to the public.

Cllr R Bryan left the room for the next item.

- 56. The schedule of payments for April** cheque numbers 003698-003713 were discussed, a copy of which had been circulated to each Member, and a public access version is placed with these Minutes in the Minute Book see Appendix A. The schedule was approved. Proposed by Cllr R Warman, seconded by Cllr Mrs A Warman.

RESOLVED: That the schedule of payments for April cheque numbers 003698-003713) be approved.

- 57. The schedule of payments for May** cheque numbers 003714-003736 were discussed, a copy of which had been circulated to each Member, and a public access version is placed with these Minutes in the Minute Book see Appendix B. The schedule was approved. Proposed by Cllr R Warman, seconded by Cllr C House.

RESOLVED: That the schedule of payments for May cheque numbers 003714-003736 be approved.

The Clerk reported that insurance payment had been paid directly into the Insurance Companies bank and confirmation of receipt had been received by email.

58. Bank Reconciliation

The Clerk submitted for information a bank reconciliation for the period ended 28th April, 2011. It was proposed for acceptance by Cllr R Warman seconded by Cllr R Bryan. Agreed unanimously. A copy of which, had been circulated to each Member and placed with these Minutes in the Minute Book see Appendix C.

RESOLVED: That the bank reconciliation dated 28th April, 2011 be approved.

59. Reserve Holdings –

- i) The AIB reserve holdings were due for on 10th June 2011. This was discussed it was agreed to reinvest for a further 60 days. Proposed by Cllr R Warman, seconded by Cllr R Bryan. Agreed unanimously.

RESOLVED: To reinvest the AIB holding for a further 60 days.

- ii) The signatories on Barclays, Allied Irish Bank (GB) and Santander accounts will be amended to add Cllr M Dyer and to delete the Councillors who have left the Council. The Clerk will also amend the Lloyds signatory list in accordance with the financial regulations. Proposed by Cllr R Bryan, seconded by Cllr R Warman.

RESOLVED: Cllr M Dyer to be added to the reserves signatory list.

- 60. Village Hall Management Committee –** The accounts of the VHMC were noted.

- 61. Request from the Youth Club to hire out the premises to the New Forest Language School during school holidays – Cllr R Warman was asked to give a short report.** Permission has been sought and given previously for hiring. The request was for short bookings and had not yet been confirmed. This was discussed. It was agreed that permission to hire out the Youth Club was given on condition that the Club does not commit to any long term commitment. Proposed by Cllr R Bryan. Agreed with one abstention Cllr R Warman.

RESOLVED: To grant permission to hire out the Youth Club on condition that the Club does not commit to any long term commitment.

- 62. Internal Audit –** The report from the Internal Auditor was received there were no matters raised. The Clerk was congratulated for her hard work.

- 63. Exchange of Information:** Next meeting scheduled for 6th July 2011 – noted.

The meeting closed at 8.32pm