

Finance Committee Meeting
Minutes of the meeting held at 7.35 on 5th June 2013
In the Committee Room at the Village Hall, Braeside Road, St Leonards

Members Present:, Cllr R. Warman Chairman

Cllr R Dudman

Cllr B. Gorringe

Cllr C House

Cllr M Dyer

Cllr M Hockley

Cllr Mrs J House

Cllr A Warman

In attendance: Mrs K. Bradbury – Locum Clerk

Cllr M. Dyer Chairman of the Council took the chair for the election of the Chairman of the Finance Committee.

41 Election of Chairman of Finance Committee for the Municipal Year 2013 – 2014

Cllr B. Warman was proposed as Chairman: proposed by Cllr M. Hockley and seconded by Cllr B. Gorringe There were no other nominations. Agreed unanimously.

RESOLVED: Cllr R. Warman is duly elected as Chairman of the Finance Committee for the Municipal Year 2013/2014.

Cllr R. Warman took the chair

42 Election of Vice-Chairman of the Finance Committee for the Municipal Year 2013 – 2014

Cllr Mrs J. House was proposed as Vice-Chairman: proposed by Cllr Mrs A. Warman and seconded by Cllr M. Hockley. There were no other nominations. Agreed unanimously.

RESOLVED: Cllr Mrs J. House is duly elected as Vice-Chairman of the Finance Committee for the Municipal Year 2013/2014.

43 Public Open Forum: None.

44 Declarations of Pecuniary Interest:- Cllr C. House declared a pecuniary interest in Item 8 on the agenda, he was in receipt of one of the cheques listed.

45 Apologies: None

46 Minutes of the Finance Committee meeting - The Minutes of the meeting held on 6th March 2013 page 79 were approved and signed as a correct record. Agreed unanimously.

47 Matters Arising from the Minutes: Minute No 436: Lease Compliance. It was reported that there has been no reply from the Tennis Club. It was suggested that a meeting be arranged between the Tennis Club Cllr R. Warman and Mrs Ann Jacobs to discuss matters.

48 Schedule of payments for cheques

i) The schedule of cheques for numbers 004042 - 004060 was 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 Mrs J House subject to the heading on page one of the schedule being changed to show the month.

RESOLVED: That the schedule of payments for cheque numbers 004042 - 004060 be approved.

ii) The schedule of cheques for numbers 004061 - 004066 was 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 Mrs J House.

RESOLVED: That the schedule of payments for cheque numbers 004061 - 004066 be approved.

iii) The schedule of cheques for numbers 004068 – 004081 was 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 C. The schedule was approved. Proposed by Cllr Mrs J House.

RESOLVED: That the schedule of payments for cheque numbers 004067 - 004081 be approved

49 Bank Reconciliations -

- i) The Clerk submitted for information a bank reconciliation for the period ended 31st March 2013, a copy of which, had been circulated to each Member and placed with these Minutes in the Minute Book see Appendix D. It was proposed for acceptance by Cllr Mrs J. House. Agreed unanimously.

RESOLVED: That the bank reconciliation dated 31st March 2013 be approved.

- ii) The Clerk submitted for information a bank reconciliation for the period ended 22nd April 2013, a copy of which, had been circulated to each Member and placed with these Minutes in the Minute Book see Appendix E. It was proposed for acceptance by Cllr Mrs J. House. Agreed unanimously.

RESOLVED: That the bank reconciliation dated 22nd April 2013 be approved.

- iii) The Clerk submitted for information a bank reconciliation for the period ended 9th May 2013, a copy of which, had been circulated to each Member and placed with these Minutes in the Minute Book see Appendix F. It was proposed for acceptance by Cllr Mrs J. House. Agreed unanimously.

RESOLVED: That the bank reconciliation dated 9th May 2013 be approved.

- 50 Reserve Holdings:** AIB Account: It was suggested that the primary purpose of this particular fund was to make sure the investment was safe rather than wholly for interest. It was agreed that the sub-committee should consider increasing the length of time for which the fund is invested.

- 51 Village Hall Management Committee:** Treasurer's Report and Annual Accounts to follow.

- 52 Internal Audit:** Internal Auditor's Report for the year ending 31st March 2013 was received and it was noted that there were no matters raised.

- 53 Office Copier:** It was reported that further investigation had shown that the rental and service agreements on the office copier do not expire until 2015 so there is no action required at present..

54 Exchange of Information

- i. The Clerk reported that the confirmation of the Direct Debit for paying the insurance premiums has been confirmed.
- ii. Cllr Mrs J. House thought that possibly there were too many bank accounts in operation and that the Sub-committee be requested carry out a review to try and streamline the situation.
- iii. Next meeting scheduled for 2nd October 2013(Grants and Precept)

Meeting ended at 8.04pm

Chairman