

**Finance Committee Meeting
Minutes of the meeting held at 7.36pm on 3rd June 2015
In the Committee Room at the Village Hall, Braeside Road, St Leonards**

Members Present: Cllr Mrs J House, Chairman

Cllr R Bryan
Cllr B Gorringe

Cllr Mrs J Carter
Cllr M Dyer
Cllr C House

Cllr A Warrman
Cllr R. Warman

In attendance: Mrs A Jacobs, Clerk to Council

Cllr N Hindmarch, Vice Chairman of the Council took the chair for the election of the Chairman of the Finance Committee.

48. **Election of Chairman of Finance Committee for the Municipal Year 2015//2016 –**
Cllr Mrs J House was proposed as Chairman: proposed by Cllr C House and seconded by Cllr R Bryan. Agreed unanimously.
RESOLVED: Cllr Mrs J House was duly elected as Chairman of the Finance Committee for the Municipal Year 2015/2016.

Cllr Mrs J House took the chair.

Cllr R Bryan proposed a vote of thanks, which was endorsed by the Committee, to the retiring Chairman Cllr R Waman for his superb work over the last 2 years. Cllr Mrs J House also thanked Cllr R Warman for his work.

49. **Election of Vice-Chairman of the Finance Committee for the Municipal Year 2015/2016**
Cllr R Warman was proposed as Vice-Chairman: proposed by Cllr M Dyer, seconded by Cllr B Goringe. Agreed unanimously.
RESOLVED: Cllr R Warman is duly elected as Vice-Chairman of the Finance Committee for the Municipal Year 2014/2015.

50. **Public Open Forum:** None.

51. **Declarations of Pecuniary Interest:-** none

52. **Apologies:** Cllr R Adkins

53. **Minutes of the Finance Committee meeting -** The Minutes of the meeting held on 1st April 2015 page 88 were approved and signed as a correct record. Proposed by Cllr R Warman, seconded by Cllr B Goringe. Agreed unanimously.

54. **Matters Arising from the Minutes:** The Clerk reported that there had been no contact from the EDEP group concerning a grant request.

55. **Schedule of payments for cheques** for April and May, copies of which, had been circulated to each Member and placed with these Minutes in the Minute Book see Appendix A. These were approved unanimously for payment.

Late March and April payments -Proposed by Cllr R Warman, seconded by Cllr C House. Agreed unanimously.

RESOLVED: The schedule of payments of cheques for cheques 004382-004392 including standing orders for Aviva and Talktalk be approved for payment.

May payments – Proposed by Cllr R Bryan, seconded by Cllr C House. Agreed unanimously.

RESOLVED: The schedule of payments of cheques for cheques 004393-004405 including standing orders for Aviva and Talktalk be approved for payment.

56. Bank Reconciliations -

The Clerk submitted for information a bank reconciliations for the period ended 24th April, 2015 and 20th May 2015, copies of which, had been circulated to each Member and placed with these Minutes in the Minute Book see Appendix B.

Bank reconciliation dated 24th April, 2015 - Proposed by Cllr R Warman, seconded by Cllr C House. Agreed unanimously.

RESOLVED: That the bank reconciliation dated 24th April, 2015 be approved.

Bank reconciliation dated 20th May 2015 - Proposed by Cllr C House, seconded by Cllr R Warman. Agreed unanimously.

RESOLVED: That the bank reconciliation dated 20th May, 2015 be approved

57. Reserve Holdings –

- i) The Committee reviewed the membership of the subcommittee, Cllr R Warman, Cllr C House and Cllr R Bryan were duly appointed. Currently the market was stagnant once movement was seen again the sub-committee would review the reserves. Proposed by Cllr Mrs J House, seconded by Cllr M Dyer, agreed unanimously.

RESOLVED: The subcommittee Members Cllr R Warman, Cllr C House and Cllr R Bryan were duly appointed.

- ii) The AIB bond is due to renew on 4th June, 2015. This was discussed it was agreed that the Clerk will arrange to close the Barclays account and move the money to increase the AIB bond. The six month bond will be renewed for a 12 month term to stagger the bond terms. Proposed by Cllr R Warman, seconded by Cllr C House, agreed unanimously.

RESOLVED: To close the Barclays account and move the funds to renew the AIB bond for 12 months.

- 58. Future Newsletter Delivery Options –** Contact has been made with another distributor and a quote requested. This was discussed costs will be reported to Full Council. There was still no response from the current distributor. The Clerk was directed to write to them and inform them that the issue will be taken to the small claims court if there is no response. Until the distribution is sorted out there is no point in compiling a newsletter. The Clerk will contact Cllr Adkins about quotes from the Post Office.

- 59. Youth Club – Trustee issues referred from FC 29.04.15 –** Members discussed the possibility of becoming a Trustee. The Clerk was obtaining information from another Parish and further guidance in relation to liability was needed. The matter will be investigated and discussed once more information was available.

- 60. Internal Audit –** Members received the report from the Internal Auditor for 31st March 2015. The Clerk will make further investigations in respect of the pension matters raised and review them with the Chairman and Vice Chairman.

- 61. Exchange of Information:** Next meeting scheduled for 7th October 2015

Meeting ended at 7.50pm

Chairman