

Kelvedon Parish Council

MINUTES FINANCE COMMITTEE Wednesday 12 September 2018

Present: Cllr Hooper (Chair), Cllr Astley, Cllr Goode & Cllr Jayatillake
Clerk: P Potter

F1/18-19 Election of Chair

It was Proposed Cllr Martin, Seconded Cllr Goode and unanimously Resolved to elect Cllr Hooper as Chair of the Committee for the 18/19 year.

F2/18-19 Election of Vice-Chair

It was Proposed Cllr Hooper, Seconded Cllr Astley and unanimously Resolved to elect Cllr Goode as Vice-Chair of the Committee for the 18/19 year.

F3/18-19 Apologies for Absence

Apologies were received from Cllr Pilbeam and Cllr Anderson.

F4/18-19 Declarations of Interest

None

F5/18-19 Confirmation of Minutes

It was Proposed Cllr Goode, Seconded Cllr Hooper and unanimously Resolved that the minutes of the Finance Committee meeting held on 14 March 2018 are a true record and were signed accordingly.

F6/18-19 Public Discussion

None

F7/18-19 Review Finance Committee Terms of Reference

It was Proposed Cllr Hooper, Seconded Cllr Astley and unanimously Resolved that the Terms of Reference be re-adopted without amendment.

F8/18-19 Finance Report

The Clerk provided a report which was accepted by Councillors. The bank accounts are in the process of being rearranged, with a new deposit account being opened at NatWest, with a new current account for the Allotment Committee. The applications have been input online and are currently awaiting validation by the bank.

The Committee also asked the Clerk to look into alternative accounts software, which will provide more relevant reports.

F9/18-19 Review of Asset Register

This item was postponed until the December meeting.

F10/18-19 Internal Audit Fee 18/19

It was Proposed Cllr Hooper, Seconded Cllr Goode and unanimously Resolved to appoint Liane Rowland as the Internal Auditor for the 18/19 financial year, at the cost of £25 per hour.

F11/18-19 Brockwell Meadow Autumn Cut

Following advice on how to best manage the flower meadow, it was Proposed Cllr Astley, Seconded Cllr Martin and unanimously Resolved to meet the extra cost of £570, to remove the arisings from the flower meadows, with the autumn cut.

F11/18-19 Budget 19/20

Councillors were asked to start giving some thought to budget priorities for the 19/20 financial year budget, for this to be agreed at the December meeting.

F12/17-18 Date of Next Meeting

The next Finance Committee meeting will be held on 12 December 2018.

Signed Date
Chairman