

FINANCE COMMITTEE

Minutes of the meeting of the Finance Committee held at 7.00 pm on Thursday, 9 September 2004 at The Institute. Councillor Chambers, Chair, presided over Councillors Auger, Shinkins, Stevens, Warrick and the clerk. No members of the public were present.

028 APOLOGIES FOR ABSENCE - Cllr Blades due to personal reasons

029 DECLARATIONS OF INTEREST – None.

030 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 22 July 2004, having been previously circulated, were approved as a true and correct record and signed by the Chairman.

031 CURRENT FINANCIAL POSITION

The Clerk as Responsible Financial Officer reported that as yet there had been no unexpected expenditures. The grant funding had now been received for the skate park.

The Clerk issued members with a reconciliation sheet for the bank accounts which showed all the accounts as reconciled.

The Clerk reported that some of the budget printouts from the computer package appeared incorrect and that she was having some problems with the system and would report back at the next meeting.

032 DISCIPLINE AND GRIEVENCE POLICY

Due to time restraints, this was deferred to the next meeting

033 CEMETERY BUDGET AND CONTRACTED HOURS OF MAINTENANCE WORKER

This had been referred to the Finance Committee at the last meeting of the full council on 26 August 04 as there was some concern that more hours would be required within the Cemetery. The Clerk reported that that as the Maintenance Worker worked an annual contract, there were still many hours left to be worked throughout the rest of the financial year. It was therefore considered that it was not necessary to budget for further salary payments at this stage and that it was more important to look into time management and flexibility. It was recognised that as this is the first year of employment there would inevitably be some further consideration necessary to establish the best systems of working patterns and payment of hours.

034 CLERK'S SALARY REVIEW

It was proposed, seconded and unanimously agreed to recommend to full council on 30 September 2004 that the new salary rates for Parish Clerks from 1st April 04 agreed by National Association of Local Councils be approved and for the Clerk's salary for September to include arrears from 1st April 04.

DATE OF NEXT MEETING- To be confirmed

The meeting ended at 7.45 pm