

Acting Parish Clerk: Julie Fortnum

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Minutes of Deeping St James Parish Councils meeting of the **Finance and General Purposes Committee on Thursday 23 May 2013** at **6.45 pm** in the **Meeting Room** at **The Institute**

- 1.13 To receive apologies for absence.**  
Councillor Baxter and Barber
- 2.13 To receive declarations of interest, if any.**  
None
- 3.13 To adopt the Minutes of the previous meeting held on 21 March 2013**  
Agreed and signed
- 4.13 To receive the report of progress in relation to matters arising from the Minutes not dealt with elsewhere on the agenda.**  
None
- 5.13 To report on the 2013/14 Internal Auditors Report (Mrs Precey)**  
Carol Precey shared her report with the Members. It was agreed that it should be recommended to full council that back up procedures should be altered from discs to either cloud or a separate hard drive. Also Councillor would benefit from refresher courses being highlighted to them by the Acting Clerk
- 6.13 To consider the Hall Meadow Estate Statement of Accounts for 2012/13 and make recommendations to Council**  
The Acting Clerk advised that the Hall Meadow Estate account had a balance of £1637.59 at 31 March 2013. It was agreed that this should be recommended to full council for approval in order that the charity return could be completed
- 7.13 To consider the Councils Annual Accounts for 2013/14, the completion of Section 1 and Section 2 of the Annual Return and make recommendations to Council for signature in line with submission requirements**  
The Acting Clerk provided a copy of the annual return and an explanation of the figures to all members and asked that it be recommended to full council that the document be signed and submitted. This will take place at full council on Thursday 30 May 2013
- 8.13 To consider banking and investments**  
Councillor Bowell, along with the Acting Clerk, had spent some time looking at banking and investments. However due to further information being needed, and the constraints on time, it was agreed that this agenda item would be deferred to the next meeting on 18 July 2013. The Acting Clerk was asked to arrange a meeting with the 3 local banks to find out what was available to the Parish Council.
- 9.13 Date of next meeting agreed – Thursday 18 July 2013**