

**CLAYTON PARISH COUNCIL
FINANCE COMMITTEE
MEETING HELD AT CLAYTON LIBRARY – 1st October 2018 at 7.45PM**

Minutes - draft

- 2018/032 **PRESENT**
Councillors; Andrew (chair), Pitts and Vasey
- 2018/033 **IN ATTENDANCE**
Claire Hepton, Clerk
Helen Rankin – asst clerk
One councilor not serving on the committee
- 2018/034 **APOLOGIES FOR ABSENCE**
None received
- 2018/035 **DISCLOSURES OF INTEREST**
None
- 2018/036 **ADMISSION OF THE PUBLIC**

None of the tabled items to be discussed were required to be held in closed sessions.
- 2018/037 **PREVIOUS MINUTES AND MATTERS ARISING**

Previous minutes were found to be present and correct.
Minutes from 2nd July 2018 were approved and signed as a true record of the meeting
Proposed: Cllr Pitts **Seconded:** Cllr Vasey
All in favour
- 2018/038 **REVIEW OF FINANCIAL PROCESSES RELATING TO THE SECOND QUARTER**

The clerk took the members through the accounts. Random checks were made against payments and invoices. Nothing to report. Bank reconciliation was recorded with no discrepancies. There was some discussion regarding the amounts sat in the current account and whether the interest in the reserve account was worth moving the funds about. The procedures in place were effective and no issues to note.
- 2018/039 **PUBLIC CONSULTATION AND QUESTION TIME**
None received.
- 2018/040 **DATE OF NEXT MEETING**

The next meeting will take place on 3rd December. This would be to look at 2019/20 budget. The 3rd quarter review would take place on 7th January 2019.

There being no further business the meeting closed at 8.18pm