

**CLAYTON PARISH COUNCIL
FINANCE COMMITTEE
MEETING HELD AT CLAYTON LIBRARY – 5th June at 8.10PM**

Minutes - draft

- 2017/041 **PRESENT**
Councillors; Andrew Pitts, Kaushal-Bolland, Dharni and Boyle
- 2017/042 **IN ATTENDANCE**
Claire Hepton, Clerk
Helen Rankin – asst clerk
- 2017/043 **APOLOGIES FOR ABSENCE**
None received
- 2017/044 **ELECT A CHAIRMAN**
Nominated: Cllr Pitts Proposed: Cllr Andrew Seconded: Cllr Dharni
All in favour
Resolved: That Cllr Pitts be elected as Chairman of the Finance committee.
- 2017/045 **DISCLOSURES OF INTEREST**
None
- 2017/046 **ADMISSION OF THE PUBLIC**
(Clayton Parish Council Standing Order No 67)

None of the tabled items to be discussed were required to be held in closed sessions.
- 2017/047 **PREVIOUS MINUTES AND MATTERS ARISING**
Amend minutes to read charge card rather than credit card.
Minutes from 11th May 2017 were approved and signed as a true record of the meeting
Proposed: Cllr Pitts Seconded: Cllr Kaushal-Bolland
All in favour
- 2017/048 **TERMS OF REFERENCE**
Proposed: Cllr Boyle Seconded: Cllr Andrew
All in favour
Resolved: That the terms of reference are accepted.
- 2017/049 **REVIEW AND ACCEPTANCE OF FINANCIAL REGULATIONS 2017/18**
PDF to be sent to all councilors.
Proposed: Cllr Dharni Seconded: Andrew
All in favour
Resolved: That the financial regulations be accepted.
- 2017/050 **REVIEW OF FINANCIAL PROCESSES RELATING TO FIRST-QUARTER FINANCIAL POSITION**
The clerk took the members through the accounts. All processes were checked and were robust with no issues raised.
Proposed: Cllr Pitts Seconded: Cllr Boyle
All in favour
Resolved: That the accounts were accepted.
- 2016/051 **REVIEW OF THE AGREED BUDGET FOR 2017/18**
The clerk ran through the budget which was approved in January. No issues or concerns raised.
Proposed: Cllr Pitts Seconded: Cllr Andrew
All in favour
Resolved: That the budget was accepted.
- 2017/052 **PUBLIC CONSULTATION AND QUESTION TIME**
No questions/comments were received from the members of the public on any matter which was tabled for discussion on the Agenda.
- 2017/053 **DATE OF NEXT MEETING**
The next meeting is to be held on Monday 11th September at 6.30pm
There being no further business the meeting closed at 8.50pm