CLAYTON PARISH COUNCIL
FINANCE COMMITTEE
MEETING HELD AT CLAYTON LIBRARY – 7th February 2019 at 6.30PM

Minutes – Draft

2019/001 **PRESENT**
Councillors; Andrew (chair), Pitts, Shutt & Vasey

2019/002 **IN ATTENDANCE**
Claire Hepton, Clerk
Helen Rankin – asst clerk
One councilor not serving on the committee
1 members of the public

2019/003 **APOLOGIES FOR ABSENCE**
None received

2019/004 **DISCLOSURES OF INTEREST**
None

2019/005 **ADMISSION OF THE PUBLIC**

None of the tabled items to be discussed were required to be held in closed sessions.

2019/006 **PREVIOUS MINUTES AND MATTERS ARRISING**

Previous minutes were found to be present and correct.
Minutes from 13th December 2018 were approved and signed as a true record of the meeting
Proposed: Cllr Pitts **Seconded:** Cllr Andrew
All in favour

2019/007 **REVIEW OF FINANCIAL PROCESSES RELATING TO 3RD 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. The procedures in place were effective and no issues to note.

2019/008 **PUBLIC CONSULTATION AND QUESTION TIME**
None received.

2019/009 **DATE OF NEXT MEETING**

The 4th quarter review meeting date to be advised.

There being no further business the meeting closed at 7.45pm