CLAYTON PARISH COUNCIL
FINANCE COMMITTEE
MEETING HELD AT CLAYTON LIBRARY – 7th August at 7.45PM

Minutes - draft

2017/054 **PRESENT**
Councillors; Andrew Pitts and Dharni

2017/055 **IN ATTENDANCE**
Claire Hepton, Clerk
Helen Rankin – asst clerk

2017/056 **APOLOGIES FOR ABSENCE**
Cllr Boyle and Kaushal-Bolland

2017/057 **DISCLOSURES OF INTEREST**
None

2017/058 **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.

2017/059 **PREVIOUS MINUTES AND MATTERS ARRISING**
Amend minutes to read charge card rather than credit card.
Minutes from 5th June 2017 were approved and signed as a true record of the meeting
Proposed: Cllr Andrew Seconded: Cllr Dharni
All in favour

2017/060 **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 rasied.
Proposed: Cllr Pitts Seconded: Cllr Dharni
All in favour
Resolved: That the accounts were accepted.

2016/061 **REVIEW OF THE AGREED BUDGET FOR 2017/18**
The clerk ran through the budget which was approved in January. Salaries had been highlighted as forecasted to be over budget. The asst clerk role was much bigger that the set hours given at employment. This wasn't unexpected once the role commenced as much more was involved in training the volunteers and the role itself is bigger than originally thought. At a review at the 2nd quarter's accounts reallocation of budgets maybe required.

2017/062 **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.

2017/063 **DATE OF NEXT MEETING**
The next meeting is to be arranged.

There being no further business the meeting closed at 8.10pm