

**Minutes of a meeting of the  
FINANCE COMMITTEE  
held on  
Monday, 13<sup>th</sup> September 2010 in the Committee Room  
Freight House, Bradley Way, Rochford  
at 7.30pm.**

**Councillors Present:** Chairman John Dickson, Mrs H Glynn, R Mitchell, R Patient, D Weir and Mrs M Weir.

**Also Present:** Cllrs Mrs C Cunningham and Mrs P Young

- 12. To receive apologies for non-attendance at meeting:**  
Cllrs Mrs E Chippette (unwell), Mrs M Dorrell and V Leach (funeral).  
Members noted and accepted the apologies tendered.
- 13. Declarations of Interest:**  
Cllr Dickson declared a prejudicial interest regarding item 11.a), he therefore requested a Chairman be elected to lead the meeting during that point. Cllr Mrs Glynn volunteered and Members were content for her to preside. Members questioned whether the committee was quorate and the Clerk confirmed it was.
- 14. To approve the Minutes of the Meeting of 17<sup>th</sup> May 2010 and to approve the destruction of the manuscript notes in respect of that meeting:**  
Cllr Patient moved that the Minutes of 17<sup>th</sup> May 2010 be accepted as a true record and to approve the destruction of the manuscript notes. Cllr Mitchell seconded and Members agreed.
- 15. Action Update List:**
- **Clerk to make slight amendment to bullet point 3 of Operational Plan** – completed – item to be removed.
  - **Clerk to further analyze insurance quote** – the Clerk advised the quote was almost £1,000 less than the previous policy; it had to be accepted in advance of the meeting due to expiration and the new policy was now in place. Members were content – item to be removed.
- 16. Financial Report:**  
The Clerk went through the report and informed as far as Council was concerned overall, it was getting very tight. In terms of Finance, all seemed satisfactory and should be okay at the end of the year. The Chairman reminded Members to note the need to be prudent in the future. There were no questions and Cllr Mrs Glynn moved that the report be accepted. Cllr Mitchell seconded and Members accepted the Financial Report.
- 17. Letter from Audit Commission re. 2010 Annual Return:**  
The Clerk referred to the letter from the Audit Commission in which they had requested basis of valuation of assets in box 9 of the return. He explained that not all the asset values were shown for example equipment in Magnolia Park was valued at insurance value and Elizabeth Close play space was valued at cost. The Clerk observed that he did not regard 16 days as adequate to respond when the Audit Commission had held the document for 6 weeks before

requesting additional information. The Chairman asked Members if they were happy for the Clerk to respond with his comment and they were.

**18. Proposal to give donation for Seminars on ‘living with diabetes’:**

The Chairman referred to the proposal put forward by Cllr Mitchell. Cllr Mrs Glynn questioned if Cllr Mitchell should declare an interest and the Clerk advised that he did not regard this as necessary. Cllr Mitchell formally moved the motion **‘that Finance Committee approve a grant of £500 for Dr Mahmud to rent a venue or venues in the parish of Hawkwell to provide educational seminars for parishioners to assist them in management and treatment of sufferers of diabetes’**, Cllr Dickson seconded and Cllr Mitchell gave a verbal report in support of his motion.

Cllr Weir queried if he should declare an interest as Dr Mahmud’s patient and he sought the advice of the Clerk who found no personal or prejudicial interest. Members questioned and debated at length why provisions weren’t available via the health service, should it be funded by the NHS or Primary care trust and what similar services were available. Legality was questioned and the Chairman reiterated in accordance with Strategic Objective 3 in the Strategic Plan and legally supported under section 133 and/or 144 of the LGA 1972 Council could make a grant under those specific powers. Cllr Mrs Glynn said she had representation in another category with a PCT and she declared a non prejudicial interest. She questioned how much money was available in the grant budget and the Clerk referred to cost centre 107 where there was an overall (i.e. in both account codes) overspend of £675, he also advised the Chairman’s fund held a balance of £75. Cllr Mrs Glynn stated that other Doctors in the area were holding similar seminars and there was a Diabetic Club running at Southend Hospital. Generally, Members had great sympathy for the cause but due to prudent budgeting and establishing alternative associations being available it was felt the motion could not be supported. The Chairman gave Cllr Mitchell the floor to respond, he did and the Chairman asked Members to vote on the proposal put forward by Cllr Mitchell and the motion fell.

**19. Independent Remuneration Panel (referred from Full Council):**

The Chairman referred to the Clerk’s detailed report and Members discussed at great length the reluctance to increase rates, overall cost per year and administration. **Cllr Mrs Glynn proposed Members allowances & expenses remained as the status quo and Cllr Weir seconded.** Cllr Patient thanked the Clerk for the work he had put into the report. The Chairman advised the committee could make a recommendation but the final ruling would be for Full Council and it was right and proper for Full Council to decide. The Clerk reminded Members that the Freight House was in fact outside the parish but traditionally members hadn’t claimed mileage for attending meetings or for journeys within the parish. The Chairman asked Members to vote on the proposal and the motion was carried. The Chairman advised if any Member wished to come back with this issue it could be put as an item on the agenda during the budgeting round for next year.

**20. Amendment to Standing Orders for Co-options (Amended draft enclosed):**

**Cllr Mrs Glynn moved that the item be adjourned to the next meeting of finance due to time constraints, Cllr Patient seconded and the motion was carried.**

**21. Subscription Renewal – RHALC (£63):**

**Cllr Mrs Glynn proposed that the subscription be renewed**, Cllr Patient seconded and the motion was carried.

**22. Donation Request:**

a) **Royal British Legion Poppy Appeal** – Cllr Dickson handed over the Chair to Cllr Mrs Glynn as previously agreed. **Cllr Mrs Glynn moved the donation request**, Cllr Patient seconded and the motion was carried. Cllr Dickson returned to the Chair.

b) **Belchamps Firework Display** – Cllr Mrs Glynn felt that this had become a commercial proposition and she **proposed the donation request be rejected**. This was seconded by Cllr Weir who wished to advocate the danger of fireworks; Members voted and the motion was carried.

**23. Summary of decisions:**

- Action update list completed – both points to be removed.
- The Clerk to respond to Audit Commission.
- Proposal to give donation for Seminars on ‘living with diabetes’ rejected.
- Independent Remuneration Panel – recommendation to be passed to Full Council that allowances and expenses remain as the status quo.
- Amendment to Standing Orders for co-options adjourned to next meeting.
- RHALC subscription renewal approved.
- Royal British Legion Poppy Appeal approved.
- Belchamps Firework Display donation request rejected.

The meeting closed at 9.50pm.

Chairman