

**Minutes of a meeting of the
FINANCE COMMITTEE
held on
Monday, 19th May 2008 in the Carriage Room,
Freight House, Bradley Way, Rochford**

Councillors present: Mrs E Chippette, J Dickson, Mrs M Dorrell, Mrs H Glynn, K Holmes & D Weir.

Also present: Cllrs Mrs C Cunningham, Mrs J Fern, R Mitchell.

1. Elect Chairman:

Cllr Mrs Glynn proposed Cllr R Mitchell to be elected Chairman. Cllr Mrs Dorrell seconded. There was a show of hands, 5 Members voted in favour and one abstained.

2. Elect Vice Chairman:

Cllr Mrs Glynn nominated Cllr J Dickson to be elected Vice Chairman. Cllr Mrs Chippette seconded. There was a show of hands, 5 Members voted in favour and one abstained.

3. To receive apologies for non-attendance at meeting:

Cllrs V Leach (holiday) & Mrs M Weir (holiday). Members noted and accepted the apologies tendered.

4. Declarations of Interest:

There were no declarations of interest.

5. To approve the minutes of the meeting of 14th April 2008:

Cllr Mrs Glynn proposed the minutes of 14th April 2008 be accepted. Cllr Mrs Chippette seconded. All Members agreed.

6. Action Points:

Westerings School: Cllr Holmes proposed this item be closed until any response from Westerings School was received. Cllr Mrs Glynn seconded. There was a show of hands and the motion was carried.

Photocopier: Photocopier agreed and due to be installed in the next couple of weeks.

Massive Grant Project: Cllr Holmes proposed the Clerk write a letter to reiterate the reasons why the Council declared it could not give assistance with finances and notify them of the opportunities that ECC are making with regard to the presentation at Full Council on 12th May 2008. Cllr Mrs Glynn seconded. Members agreed.

7. Financial Report:

The Clerk advised that he was in the process of closing the 2007/8 accounts and expected to complete this by next Wednesday (21st May 2008). He could not print a full April account for 2008/9 until that work was complete. He had printed the April cash book and identified expenditure for the Finance Committee and advised that the total spend so far, excluding staff costs, stood at £1277.79. He went on to say a full financial report will be produced once the accounts close down at the end of next week. Members approved the financial report.

8. Agree Operational Plan:

Cllr Holmes proposed the Operational Plan be accepted. Cllr Mrs Glynn seconded. There was a show of hands and the motion was carried.

9. Review Finance Budget and allocations within codes:

The Clerk went through the report. Cllr Holmes noticed that the code for Capital Replacement Fund code was not recorded. The Clerk made a note to correct the document. Cllr Dickson asked regarding code 4042 Computer Costs, if the increased cost related to the running of the website and the Clerk confirmed that some of the cost was so attributed. Cllr Mrs Glynn proposed the Budget be accepted. Cllr Holmes seconded. All Members showed hands.

10. RDC – Independent Remuneration Panel:

The Clerk advised that this was for information. HPC had recently restated its view that allowances should not be paid. Cllr Dickson drew Members attention to paragraph 4 of the covering letter where parishes were invited to attend a discussion and asked Members to consider referring this to Full Council to review the decision with the recommendation that the Parish Clerk attend the meeting of the Panel. Cllr Weir proposed the document be referred to Full Council and Cllr Mrs Glynn seconded, Members agreed. Members discussed the payment of an allowance at this time and a vote took place as to whether HPC should sustain the decision not to pay allowances. 5 Members voted in favour of sustaining the decision and 1 voted against.

11. Donation Request:

- a) **Belchamps Scout Activity Centre:** Cllr Holmes proposed ‘**the Finance Committee give their support and donate £250.00 under Section 137 to the firework display**’. He recommended the Clerk write to Belchamps in support of their request. Cllr Dickson seconded. A discussion followed regarding Belchamps giving free passes in past years to Westerings School and some Members felt this was unfair. It was agreed that free passes should be extended to all schools in the area or none given. It was also discussed if Belchamps was a profit making organisation and sought confirmation that any profits generated from the event would go back into the Scouting Activity Centre. The Clerk confirmed it did. Members were asked to take a vote, 4 Members in favour, 2 Members against. The motion was carried.
- b) **Essex Air Ambulance:** The pledge of £10 was discussed. Cllr Mrs Glynn proposed the Finance Committee donate £100 this year. Cllr Holmes seconded. All showed hands and the motion were carried.

12. Summary of decisions:

- **Westerings School:** Item to be closed until any response from Westerings School was received.
- **Massive Grant Project:** Parish Clerk to write a letter to reiterate the reasons why the Council declared it could not give assistance with finances and notify them of the opportunities that ECC are making with regard to the presentation at Full Council on 12th May 2008.
- **RDC – Independent Remuneration Panel:** Refer to Full Council with the recommendation that the Parish Clerk attend the meeting of the Panel.
- **Belchamps Scout Activity Centre:** Parish Clerk to write informing them the Finance Committee give their support and donate £250.00.
- **Essex Air Ambulance:** Parish Clerk to write informing them the Finance Committee give their support and donate £100.00.

Chairman