

**Minutes of a meeting of the
FINANCE COMMITTEE
held on
Monday, 20th April 2009 in the Committee Room
Freight House, Bradley Way, Rochford**

Councillors Present: Chairman R Mitchell, Mrs E Chippette, J Dickson, Mrs H Glynn, V Leach, Mr D Weir and Mrs M Weir.

Also Present: Cllr Mrs C Cunningham.

Cllr Dickson proposed that the meeting be adjourned due to the late hour, the motion was not seconded therefore the proposal fell.

Cllr Leach asked the Clerk as the proper Officer which items on the Agenda were crucial for the proper management of the Council and those other items could be carried forward. The Clerk responded he would like to table item 10 as the annual fee was becoming overdue. **Cllr Leach proposed committee look at items 1,2,3,6,9 and 10 and carry forward items 4, 5, 7, 8 and 11 to the next meeting. Cllr Mitchell seconded and Members agreed.**

- 1. To receive apologies for non-attendance at meeting:**
Mrs M Dorrell (unwell) and K Holmes (holiday). Members noted and accepted the apologies tendered.
- 2. Declarations of Interest:**
There were no declarations of interest.
- 3. To approve the Minutes of the Extra-ordinary Meeting of 2nd March 2009 and to approve the destruction of the manuscript notes in respect of that meeting:**
Members accepted the Minutes of 2nd March 2009 as a true record and agreed to the destruction of the manuscript notes.
- 4. Action Points:**
To be carried forward to the next meeting.
- 5. Financial Report:**
To be carried forward to the next meeting.
- 6. Transfer to and from Ear Marked Reserves:**
The Clerk sought approval from the committee for the transfer of £5K to ear marked reserves – capital replacement and approval for transfer out of ear marked capital replacement reserves £11K to cover the purchase of the tractor. Members agreed and approval was given.
- 7. Annual Audit for 2007/8:**
To be carried forward to the next meeting.
- 8. Audit Notice for 2008/9:**
To be carried forward to the next meeting.

9. Amendments to Standing Orders for approval at Annual General Meeting on 12th May 2009:

The Clerk referred Members to his report **‘following the co-option of Cllr Mrs Bateman in November 2008, Members asked that Standing Orders be amended to include a process for dealing with a dead heat in the ballot. It was agreed that, in these circumstances, the Chairman of Council would be required to exercise a casting vote’** and he sought approval for the proposed amendment to Standing Order 4 **‘If the ballot results in a dead heat the Chairman will be required to exercise a casting vote’**. Cllr Mrs Weir disagreed, she felt in the case of a dead heat drawing lots was normal practice. Cllr Dickson **moved the suggestion as proposed be accepted and if a Member wished to oppose they could do so at the Annual General Meeting**. Cllr Mrs Cunningham seconded, Members agreed and the motion was carried.

The Clerk referred Members to the proposed amendment to standing Order 11 (d) (i) regarding the referral of minutes. Members discussed the issue at length with strong views both for and against. In view of the late hour Cllr Mrs Weir **proposed the amendment be referred to the Annual Meeting for further consideration ‘Where a Member of the Council considers the minutes of Council (or minutes of any of the Standing Committees) contain statements by any Member that he/she considers to be factually incorrect, or where that Member has a fundamental disagreement with the decision or fact minuted, then he should contact the Chairman (or Chairman of Standing Committee) prior to the meeting at which the document will be tabled to discuss his/her concerns. If the Chairman (or Chairman of Standing Committee) is unable to assuage the concerns of the Member, the Member may then seek approval of the Council, via a properly tabled motion (which must be properly seconded), to debate that the minute be referred back to Council (or Standing Committee) for further debate. This procedure is not to be adopted in errors of accuracy of the record of minutes under consideration, which can be dealt with during the process of approval.’** Cllr Weir seconded, Members agreed and the motion was carried.

10. EALC Annual Fee £951.15:

Members approved the EALC annual fee of £951.15.

11. Summary of decisions:

- Items 4,5, 7, 8 and 11 to be carried forward to the next Meeting of the Finance Committee.
- Members approved transfer to and from ear marked reserves.
- Members agreed to refer the proposed amendments to Standing Orders for consideration at Annual Meeting on 12th May 2009.
- Members approved the EALC annual fee of £951.15.

Chairman