

East Donyland Parish Council

Finance & Personnel Committee Meeting – 12th March 2020
St Lawrence School, Rectory Road, Rowhedge, following full council meeting

MINUTES

The Chair, Anna Appleyard, opened the meeting at 8.16pm.

Present: Cllrs A Appleyard, D Clay, P George, R Helliwell; Clerk E Nelson-Hayes

52/19 To receive and accept apologies and to note absences: Cllr Crouchman absent

53/19 To minute pecuniary & non-pecuniary interests of members in relation to items on the agenda: none.

54/19 To approve the minutes of the meeting held on 9 January 2020: AA proposed; PG 2nd – all agreed.

55/19 Public Participation: to receive information and queries from members of the public relevant to Finance & Personnel Committee business: No members of the public in attendance.

56/19 To review the budget, finance & reconciliation reports produced for the meeting, and to note & approve any necessary virements: - *Action the Clerk*

i) **Bank reconciliations (current, deposit and prepaid debit card) 01.03.20:** noted.

iii) **Budget report 01.03.20:** noted.

57/19 To consider any current and future training needs of the Clerks, RFO & Councillors:The Clerk; Grants, Funding & Free Money Course, 12th May £95 +VAT

Routine playground inspection Course & Exam 21st Mat £340

GDPR online training, £14 +VAT

Health & Safety online training, £14 +VAT AA proposed & PG 2nd these courses to be booked for the Clerk – all agreed. - *Action the Clerk*

58/19 To review and issue a new Licence for Rowhedge Football Club to use the Rowhedge Recreation Ground. A review of the charges for next year was suggested. RH proposed to issue the licence once the office has received a copy of the accounts and a complete record of the mower servicing as previously requested. PG 2nd – all agreed. - *Action the Clerk*

59/19 To review and issue a new Licence to the Landlord of Ye Olde Albion Public house, High Street, Rowhedge with regard to the placement of tables and seating on Pearson's Quay – AA proposed to issue to licence without changes, PG 2nd – all agreed - *Action the Clerk*

60/19 Update the committee on any financial information received. Notification of the change of paying in charges was received and noted.

61/19 To review the Action List pertinent to the Finance & Personnel Committee. Nothing to note.

62/19 To note the time and date of next meeting as 14th May, following full council meeting:
Noted.

The meeting closed at 8.30pm.

Agreed as a true record.

Signed: Date: