

East Donyland Parish Council

Finance & Personnel Committee Meeting – 14th May 2020

St Lawrence School, Rectory Road, Rowhedge, following full council meeting

MINUTES

The Chair, Anna Appleyard, opened the meeting at 8.06pm.

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

001/20 To receive and accept apologies and to note absences: All present

002/20 To minute pecuniary & non-pecuniary interests of members in relation to items on the agenda: none.

003/20 To approve the minutes of the meeting held on 12 March 2020: AA proposed; DC 2nd – all agreed.

004/20 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.

005/20 To review the budget, finance & reconciliation reports produced for the meeting, and to note & approve any necessary virements: - *Action the Clerk*

i) **Financial states for the years ending 31.03.20** - noted

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

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

006/20 To update the committee on the new arrangements for the Ye Olde Albion licence. As the pub is currently closed this will be reflected in the reduced rate for yearly licence.

007/20 To update the committee on the extension of the photocopier contract. The original contract has been extended as EALC have advised with all contracts as it's hard to research new contracts during this time.

008/20 To review the Action List pertinent to the Finance & Personnel Committee. Nothing to note.

009/20 To note the time and date of next meeting as 9th July, following full council meeting: Noted. AA will not be in attendance, & new signatories will have to be arranged in light of the Chairman of the Councils resignation.

The meeting closed at 8.14pm.

Agreed as a true record.

Signed: Date: