

East Donyland Parish Council

Finance & Personnel Committee Meeting – 09 July 2020
St Lawrence School, Rectory Road, Rowhedge, following full council meeting

MINUTES

The vice chair, Doug Clay, opened the meeting at 8.57pm.

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

012/20 To receive and accept apologies and to note absences: Apologies received and accepted from Cllr Appleyard

013/20 To minute pecuniary & non-pecuniary interests of members in relation to items on the agenda: none.

014/20 To approve the minutes of the meeting held on 12 March 2020: DC proposed; NC 2nd – all agreed.

015/20 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.

016/20 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

017/20 To receive the internal audit report for the year ending 31.03.20, carried out by Jan Stobart on 07.05.20 - noted

018/20 To note the revised Asset Register as at 31.03.20 – *attached – noted*

019/20 To review the Action List pertinent to the Finance & Personnel Committee. Speak to the litter picker to find a way forward.

020/20 To note the time and date of next meeting as 10th September, following full council meeting: Noted.

The meeting closed at 8.08pm.

Agreed as a true record.

Signed: Date: