

East Donyland Parish Council
Finance & Personnel Committee Meeting – 8 July 2021
St Lawrence Church

MINUTES

Present: M Cartwright, D Clay, N Crouchman, assistant clerk M Small

The Chair opened the meeting at 20:35

014/21 To receive and accept apologies and to note absences : Apologies and accepted from Anna Appleyard

015/21 To minute pecuniary & non-pecuniary interest of members in relation to items on the agenda: None

016/21 To approve the minutes of the meeting held on 13 May 2020 – *attached*
DC approved the minutes correct NC 2nd and all agreed

017/21 Public Participation: to receive information and queries from members of the public relevant to Finance & Personnel Committee business: None

018/21 To review the budget, finance & reconciliation reports produced for the meeting and to note & approve any necessary virements – *documents attached:*

- i) Bank reconciliations (current, deposit and prepaid debit card) 01.07.21
- ii) Budget 01.07.21

All agreed

019/21 To consider any current and future training needs of the Clerks, RFO & Councillors: It was noted that Cllr Cartwright had undergone training. It was agreed the assistant clerk should have formal training when the next training course for clerks is advertised

020/21 To review the Action List pertinent to the Finance & Personnel Committee – *attached:*
DC asked for an update on paypal. MS said that we would not be able to use paypal as EDPC do not have a credit card . All other actions reviewed and agreed

021/21 To note the time and date of next meeting as 09 September, following full council meeting: Noted and agreed

The meeting closed at 20:50

Agreed as a true record. Signed: Date: