

East Donyland Parish Council
Finance & Personnel Committee Meeting – 11 November 2021
St Lawrence School

MINUTES

Present: M Cartwright, D Clay, A, Appleyard, N Crouchman Clerk Elizabeth Nelson-Hayes

The Chair opened the meeting at 19.38

030/21 To receive and accept apologies and to note absences: All present

031/21 To minute pecuniary & non-pecuniary interest of members in relation to items on the agenda:
None registered

032/21 To approve the minutes of the meeting held on 09 September 2021 – attached: DC proposed the minutes to be correct – all agreed.

033/21 Public Participation: to receive information and queries from members of the public relevant to Finance & Personnel Committee business: None present

034/21 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) 01.11.21 - Noted
ii) Budget 01.11.21 - Noted

035/21 To consider any current and future training needs of the Clerks, RFO & Councillors: Climate training £50 for the Clerk, future Cllr training for new Cllrs approx. £195

036/21 To consider a budget for training 2022-23 to be increased to £1000, proposed by DC, MC 2nd – all agreed. Separate budget code for the website needs to be created, approximately £1,500 – AA to liaise with figures. New laptops for the office staff to find a spec for them from Steve Traby and factor in set up costs, approx £500 per laptop.

037/21 To review the Action List pertinent to the Finance & Personnel Committee – attached: To update. – Action ENH

038/21 To note the time and date of next meeting as 13 January 2022, following full council meeting: noted.

The meeting closed at 19:55

Agreed as a true record. Signed:

Date: