

East Donyland Parish Council

Finance & Personnel Committee Meeting – 22nd. November 2017

St Lawrence School, Rectory Road, Rowhedge starting 7pm.

MINUTES

The Vice-Chairman, D. Clay, opened the meeting at 7pm.

Present: Cllrs D Clay, P. George, R Helliwell; Locum Clerk Kevin B. Money

Members of the Public: None

35/17 To receive and accept apologies and to note absences: Apologies received from Cllr Appleyard & N Crouchman.

36/17 To minute pecuniary & non-pecuniary interest of members in relation to items on the agenda: None

37/17 To approve the minutes of the meeting held on 27th. September 2017:

PG Proposed, RH Seconded – All Agreed

38/17 Public Participation: to receive information and queries from members of the public relevant to Finance & Personnel Committee business:

No members of the public present

39/17 To review the budget & reconciliation reports produced for the meeting and to note & approve any necessary virements

Councillors reviewed the Bank Reconciliations and Budget report

- i) Bank reconciliations (current, deposit and prepaid debit card) 01.11.17
- ii) Budget report 01.11.17

40/17 To consider the draft budget for 2018-19

Councillors reviewed the draft 2018/19 budget

41/17 To consider any current and future training needs of the Clerks, RFO & Councillors:

- i) Induction training for Cllrs Myers & Slade:
- ii) EALC General Data Protection Regulations – one place booked, 9th Nov

These items were discussed at the September meeting

42/17 To consider the annual review of Fees & Charges and recommendations for 2018-19

These items were discussed at the September meeting

43/17 To review the Action List pertinent to the Finance & Personnel Committee

Councillors reviewed the Action list pertinent to the Finance & Personnel committee

Staff performance reviews had been carried out and is now completed

These items were discussed at the September meeting

44/17 To note the time and date of next meeting as 24th. January 2018 at 7pm

There being no further business the Vice-Chairman closed the meeting at 7.30pm and thanked everyone for attending

Agreed as a true record.

Signed: Date: 24th. January 2018

Anna Appleyard