

MILBORNE PORT PARISH COUNCIL

Minutes of the Finance Committee Meeting held on Tuesday 16th August 2016 at 7.15pm at the Town Hall

Present: Mr. J Oldham, Mr. M. Lancaster, Mr. P Lock and Mr M Ritchie,

Public Question Time

There were no members of the public present.

- 1. Election of Chairman:** With the resignation of Mrs Alexander from the Parish Council a new Chairman of the Finance Committee is required. Mr. Lancaster, having just joined the committee (on the request of Mr. Oldham) felt he could not take on the role and Mr. Lock, being part of the committee which spent a significant proportion of the budget felt it was inappropriate for him to be chair. With the absence of the other two members of the committee, Mr. Oldham agreed to be acting chair but would wish to stand down at the next meeting.
- 2. Apologies for Absence:** Received from Mr. Laughton
- 3. Declarations of Interest:** None received
- 4. Minutes of the Finance Committee Meeting held on Tuesday 17th May 2016** were agreed and signed as a true and accurate record of the meeting.
- 5. Review of Parish Council Risk Assessment:** The Parish Council Risk Assessment was not available at the meeting and it was agreed to defer discussion until the next full council meeting.
- 6. Review of Income and Expenditure for the year 2016/17 to date:** With the absence of the Parish Clerk as the responsible finance officer (RFO), this was not available. There ensued a discussion about the frequency of review given that the finance committee meets only quarterly. It was agreed that the RFO should in future prepare such a review to present at the full council meeting at each meeting. This review should be as up to date as possible and certainly no more than 2 weeks out of date at the time of the meeting.
Action: Mrs. Curtis

6a Mr. Lock supplied some information on the cost of repair of the Church paths. Substantial amounts of money are involved and Mr. Lock will have further discussion with the vicar
Action Mr. P Lock

6b The contract for electricity supply to the Town Hall has expired and SSE have offered new contract terms. Mr. Lancaster offered to research the best contract terms as he had recently done so for the village hall. However, he advised that terms negotiated with suppliers were often only valid for days and queried how to get the best deal in view of the normal cycle of meetings. It was agreed that he would seek e-mail agreement from the finance committee.
Action Mr. Lancaster and all finance committee members

7. The date of the next Finance Committee Meeting was confirmed as Tuesday 15th November 2016.

The meeting closed at 1956hrs