

MEETING OF THE FINANCE & GENERAL PURPOSE COMMITTEE

Monday 15th October 2018 at 6:30pm
The Parish Office, Old School Building, Main Street

MINUTES

Present: Cllrs P Hyde (Chair) J Johnson (Vice-Chair) P Blandamer, L King and R Ringham

In attendance: J Sherrin (Parish Clerk)

- 18/076** **Apologies for absence** - None
- 18/077** **Declaration of interests** - None
- 18/078** **Minutes of the previous meeting** - held on July 16th 2018 approved as a true record and signed by the Chair
- 18/079** **Communications Policy** – L King and J Sherrin have started policy and will bring to next meeting.
- 18/080** **Old School Building** – Request from Windmill Kindergarten to install noticeboard on Chestnut Drive perimeter fence approved, subject to any damage to the fence being the responsibility of Windmill Kindergarten.
- 18/081** **Assets Register** – To review updates to assets register. J Sherrin to update register to remove all missing and scrapped items and include only items over £100. New register to include location of items and be grouped accordingly. Review annually.
- 18/082** **Insurance** – Quotes not received – to consider at Full Council.
- 18/083** **Budget Setting** – Reminder to be made at next Full Council for budget considerations for 2019/20 to be provided by each committee.
- 18/084** **Year End Audit Report** – Notice of conclusion of audit received.
- 18/085** **Room Hire Rates** – Proposal to Full Council for hire rates to be increased by 2% and rounded to the nearest £1 from April 1st 2019.
- 18/086** **Financial Performance** - Half-yearly accounts (April – September 2018). All in order and to schedule. Clerk and Chair to review Poplars Bar supplies and all rates bills.
- 18/087** **Chair's report** – Nothing to report
- 18/088** **Date of next meeting** – Monday 10th December at 6:30pm – note change of date.

Meeting closed at 7:30pm

Signed: _____

Date: _____

Chair, Finance & General Purpose Committee