

PRIDDY PARISH COUNCIL

**MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON
28th JUNE 2012**

VENUE AND TIME OF THE MEETING: HUNTERS LODGE INN, PRIDDY @ 7.45PM

	<i>Present:</i> Cllrs Alan Hutfield (Chair), Rachel Thompson, Chris Dyke, Liz Turley, Kate Greet, Sharon Sparkes, Richard White; also in attendance Alan Butcher (Clerk)	
1	<i>Apologies for absence:</i> None	
2	<i>Declarations of Interest:</i> None	
3	<i>Resolutions relating to the conduct of the Meeting:</i> That the press and public be excluded from Finance Committee meetings held at any time up until the Annual Parish Council meeting in 2013 due to the confidential nature of the business being discussed. The motion was agreed unanimously.	
4	<i>Acceptance of the Minutes of previous meetings:</i> The minutes of the meeting held on 14 th March 2012 be agreed and signed as a true record. A formal copy of the minutes was not available; it was agreed that the minutes could be signed at the next PC meeting on 4 th July.	Clerk
5	<i>Matters Arising from the Minutes of the previous meetings:</i> a: Proposals for funding village projects: i) Fish and Chip van: voluntary contribution on a quarterly basis. A quarterly donation of £50 had been agreed with the vendor based on profits. This had not been forthcoming as the vendor had advised that his profit level was insufficient to give the donation. It was agreed to review the situation later in the year. ii) Funding for purchase of kerbs for the village green. It had not been possible to date to source the 20 kerbs necessary to complete the section of green kerbing outside Manor House. The clerk noted that with upcoming events it was likely that the works could not be undertaken until September 2012. It was agreed that a review of the quantity of kerbs required to complete the whole project should be carried out and further efforts be made to secure sufficient kerbs to complete the current phase. If this was unsuccessful then consideration should be give to the purchase of a full pack of kerbs costing approx £750.	Clerk
6	<i>Committee Business:</i> The business and discussions of the committee shall be considered as confidential unless otherwise agreed.	

Signed 10th October 2012

	<p>a: Internal Audit tasks during the year: following the internal audit for y/e 2012, the auditor had requested that time should be spent in re-organising the Sheep Fair accounts. It was agreed that practice and procedures for the running of the Sheep Fair finances should be strengthened, particularly with the handling of cash and payments out of hand.</p> <p>b: Quarterly Budget Review: this was presented by the clerk on the basis of previous budgets. It was agreed that there should be more detail included with regard to capital monies carried over. The clerk to revise and circulate prior to the next PC meeting</p>	Clerk
7	<u>Recommendations to the Parish Council</u> None	
8	<u>Matters of Report</u> None	
9	<u>Date and Time of Next Meeting:</u> provisionally set for 10 th October 2012.	

Alan Butcher
Parish Clerk
30th June 2012
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Signed 10th October 2012