



Finance Committee Meeting Minutes Wednesday 21st April 2021 at 6.45pm

Under the Local Authorities (Coronavirus) (Flexibility of Local Authority Meeting) (England) Regulations 2020, this meeting was held by video conference.

Members Present:

Cllrs Crump, Harper (arrived at 7:00pm), Ives and Spurr

Non-Committee Members Present:

Cllr Brown

Absent:

Cllrs Cotton and Hillman

In Attendance:

Elaine Atkin, Parish Clerk

There was 1 member of the public in attendance.

Cllr Ives as committee Vice Chair, took the chair for the meeting.

Public Questions

A member of the public requested that the budget is published on the website. They also requested that the Cashflow report is put on the website.

Finance Committee Meeting

028/21 To receive apologies and accept valid reasons for absence, these having been submitted to the Clerk prior to the meeting

Apologies and a valid reason for absence had been received from Cllrs Cotton and Hillman.

029/21 To receive declarations of interest in accordance with the Localism Act 2011

There were none.

030/21 To approve the notes of the Finance Committee meeting held on 17th March 2021 and the Chairman to sign them as the agreed meetings

Cllr Ives proposed the draft minutes, and these were resolved. Cllr Ives, as committee Vice Chair, agreed to sign.

Cllr Ives left the meeting at this point (6:55pm) due to technical issues and was unable to



re-join. At this point the meeting was left inquorate.

Cllr Harper joined the meeting (7:00pm) and it therefore became quorate and the meeting re-commenced.

Cllr Spurr took the chair for the rest of the meeting.

031/21 The note the meeting Action Log

Cllr Crump commented on the outstanding sets of minutes to be signed.

The Action Log was noted.

032/21 To agree where funds can be vired from, to the cleaning budget

As per the report, Cllr Spurr proposed, and it was resolved to monitor cleaning expenditure, and report back to August Finance Committee. Committee to then consider viring funds from general reserves if required.

033/21 To consider a discussion paper on the recharge of staff costs

As per the report, by Cllr Crump proposed, and it was resolved to implement detailed timesheets from May, for the Clerks to create timesheets for staff in every service area to use, and Committee to review the data collected at July's meeting, in case the level of data collected needs adjusting.

The meeting closed at 7.13pm.

Please be advised that these are notes of the meeting taken by the Assistant/Clerk and cannot in any way be regarded as the official minutes of Council proceedings until they are approved and signed at the next meeting.