

MILBORNE PORT PARISH COUNCIL

Minutes of the Finance Committee Meeting held on Tuesday 4th August 2015 at 7pm at the Town Hall

Present: Mrs P Alexander (Chair), Mr R Lockey, Mrs B Birch, Mr C Laughton and Mr M Ritchie

Also Present: Emma Curtis – Clerk

Public Question Time

There were no members of the public in attendance

1. Election of Chairman of the year 2015/16

Mrs Alexander opened the meeting and explained that she had been informed by the previous Chairman that it was general practice for the Chairman of the Parish Council to be the Chairman and she would be happy to be Chairman if elected. Mr Lockey proposed Mrs Alexander as Chairman; this was seconded by Mr Ritchie and all agreed. Mrs Alexander began chairing the meeting.

2. Apologies for Absence: Received from Mr P Lock

3. Declarations of Interest: None received

4. Minutes of the last Finance Committee Meeting held on Tuesday 5th May 2015 were agreed and signed as a true and accurate record of the meeting. At this point in the meeting Mr Lockey reminded the Clerk to send out the Parish Council Income and Expenditure spreadsheet monthly to members of the Finance Committee. Mr Lockey also agreed to review the accounts quarterly.

5. Review of Income and Expenditure 2015/16 to date

The Committee reviewed the Parish Council Income and Expenditure to date particularly noting expenditure on stationery and office supplies and fire extinguisher servicing being higher than budgeted. Mrs Birch asked questions regarding Parish Council grant payments and asked how often contractors costings were reviewed. Mrs Birch also suggested that more was done to try and increase the use of the Town Hall in order to boost income.

6. Consider funding for troughs at the allotments

It was agreed by all to gain three written quotations and providing the whole amount was £3000 or under, to get all six new troughs for the allotments this financial year. Should the quotations come in over £3000 it was agreed to bring this item back to Parish Council attention to decide how to proceed.

Action – Clerk to gain quotations for all six new troughs with the assistance of Mr Biss.

7. The date of the next Finance Committee Meeting was confirmed as Tuesday 3rd November 2015.