

MILBORNE PORT PARISH COUNCIL

Minutes of the Finance Committee Meeting held on Tuesday 17th May 2016 at 7.5pm at the Town Hall

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

Also Present: Emma Curtis – Clerk

Public Question Time

There were no members of the public present.

- 1. Election of Chairman for the year 2016/17:** Mrs Alexander as Chairman of the Parish Council elected herself as Chairman of the Finance Committee. This was agreed by all.
- 2. Apologies for Absence:** Received from Mr Lock
- 3. Declarations of Interest:** None received
- 4. Minutes of the Finance Committee Meeting held on Tuesday 16th February 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 reviewed in detail and after a minor amendment was approved by all. It was agreed that the Clerk should arrange for all Parish Council Fixed Assets to be valued within the current financial year.
- 6. Review of Income and Expenditure for the year 2016/17 to date:** The Committee reviewed the current income and expenditure for the year 2016/17 to date. The Clerk raised concerns about current stationery costs, in particular to printing and these were discussed. Mr Laughton questioned cleaning costs for the Town Hall and Cricket Pavilion toilets. No major issues or concerns were raised.
- 7. The date of the next Finance Committee Meeting was confirmed as Tuesday 16th August 2016.**