

Minutes of the Finance & Staffing Committee meeting held on Monday 21 July 2008 at 8.00pm in the Council Office

Present: RT Summerfield (chair) AJ Campbell RH Chapman JE Coston SC Humphreys
RLE Waters
The clerk

32/7-08 **1 Apologies for absence** – HM Smith.

33/7-08 **2 Declarations of Interest** – none.

34/7-08 **3 Minutes** – the minutes of the meeting of 19 May 2008 were approved and signed as a true record.

35/7-08 **4 Matters Arising** – although minute 43/5-08 was technically correct February and March interest was subsequently included in the 2007-08 accounts.

36/7-08 **5 Bank Reconciliation and Bank Statements** – the chairman reconciled the bank accounts as at 1st July 2008.

37/7-08 **6 Review of Debtors and Creditors at 30 June 2008**
Debtors amounted to £8672. VAT to be reclaimed. Community Care fees to be checked. *Action: the clerk*

Creditors were reviewed.

38/7-08 **7 Minibus report**
The treasurer Minibus Committee had suggested an increase in charges due to the rise in fuel bills. **AGREED** to recommend an immediate increase of 7 pence per mile and to propose the Minibus Committee consider an increase in the minimum charge from £8 to £10. It was also recommended that the committee be given the authority to implement increases as and when necessary without the need to refer back to Council.
Action: the clerk

39/7-08 **8 Internal Auditor report**
Already discussed (min 25/7-08) – Council’s comments endorsed.

40/7-08 **9 Review of Budget and Year End Actuals**
Committee reviewed the budget. The clerk would check Community Care fees and youth expenditure. *Action: the clerk*

41/7-08 **10 AOB**
Direct debit – recommended that the clerk pay the broadband fee by direct debit.
Assistant clerk – JEC, RHC and the clerk would meet in September.

The meeting ended at 8.35pm.

Chairman.....

Date.....