

**Minutes of the Finance & Staffing Committee meeting held on Monday 19 October 2009 at 7.30pm in the Parish Council Office**

**Present:** RT Summerfield (chair) RH Chapman JE Coston SC Humphreys The clerk

**1 Apologies for absence** – AJ Campbell HM Smith RLE Waters

**2 Declarations of interest** – none.

**3 Minutes** – the minutes of the meeting of 27 July 2009 were approved and signed as a true record.

**4 Matters Arising**

Electricity (F5/7-09) – the assistant clerk had advised A Gray.

Notice of a new tariff for January 2010 received. The assistant clerk negotiated revised figures:

	Present figures	Advance Notice 2010	Revised as negotiated
Standing charge	£10.99 per qtr	£13.77	£12.02
Day units	11.13 p per kWh	10.07p	7.90p
Night units	7.1 p	5.76p	4.42p

CRB (F5/7-09) - following advice from SLCC committee decided that no action was necessary.

Internal audit report (F9/7-09) – the clerk had written to the internal auditor as requested

**5 Bank Reconciliation and Bank Statements** - the bank statements were reconciled as at 30 September 09.

**6 Review of Debtors and creditors at 30 September 09** – one debtor: Bowls Club £500 loan – to be paid in 2010/11.

**7 Minibus Accounts** – balance in account had risen by £1500 in six months.

**8 Review of Budget and Actuals to date** - community care fees under budget. Administration £3500 over budget.

**9 Any other business** - none.

**10 Date of next meeting – 18 January 2010**

The meeting ended at 7.50pm.

Chairman.....

Date.....