

St Ive Parish Council

Minutes of the St Ive Parish Council Finance and Administration Committee Meeting held in the Millennium House, Pensilva on Monday, 28th October 2019 at 7.40pm.

Item No.		Action by
1	Those present. Cllrs. A Moss (Committee Chairman), T Hodson, M Corney, M Carr.	
2	Apologies for absence were received from Cllrs. I Vaughan, P Haines and Mrs J Hoskin (Parish Clerk).	
3	Councillors Declarations of Interest. To receive and grant any requests for dispensations. None declared at this stage of the meeting.	
4	To receive questions or statements from members of the public. No public present.	
5	Minutes – to approve the Minutes of the Meeting held on the 23rd July 2019. The Minutes were approved and signed by the Chairman, proposed Cllr M Corney, seconded Cllr M Carr and agreed by the majority. Cllr T Hodson was not at this meeting.	
6	Matters Arising from the Minutes. Item 7 – Accounting systems. The question was asked as to whether or not alternative accounting systems had been explored. Item 8 – Report on financial discrepancies . The Clerk will be asked for an update on this matter and to confirm the crime reference number.	Clerk Clerk
7	Review of Monthly Financial Reports. The monthly financial reports were noted with no comments made or questions asked.	
8	Budget for 2020/2021 – to consider the budget for the next financial year. The Chairman reported on the budget and his discussions with the Finance Officer. Item deferred until the next committee or Full Council meeting.	
9	To approve the transfer of funds from the deposit account into the current accounts as requested by the RFO. It was proposed by Cllr T Hodson, seconded by Cllr A Moss and unanimously agreed that the request from the Finance Officer to transfer £20,000 between accounts be approved.	RFO
10	Financial Risk Assessment – to establish any further work required. The Chairman confirmed there was little to report and actions had been taken on matters identified. The two new security safes had been fitted.	
11	To consider charging for room hire for the groups currently not paying a fee. It was proposed by Cllr M Carr, seconded by Cllr A Moss and unanimously agreed that a fee be charged for all room hire, and this would reflect on the income for Millennium House in the accounts.	RFO

12	To look at the cost of the Gas service contract. Item deferred, information not available as the Clerk was absent from the meeting.	
13	Any other business. No matters reported.	
14	Date of the next meeting, if required. Monday, 25 th November 2019	
15	To close the Meeting. There being no further business the meeting closed at 9.30pm.	

Dated:

Signed: