

FINANCE COMMITTEE MINUTES

Minutes of the **Finance Committee** meeting held on **Wednesday 14 October 2009, 8pm** at the Community Hall, Hayes Road, Greenhithe, Kent.

PRESENT: A Martin, Mrs T Richards, J Burrell, Ms S Thredgle, Mrs S Martin

IN ATTENDANCE: Mrs J Thomas - Clerk to Council, Mrs M Martin - Senior Administrator

26/10/09F APOLOGIES FOR ABSENCE Apologies for absence were received from Councillor's I T N Jones and Mrs N Wightman.

27/10/09F TO ACCEPT DECLARATIONS OF INTEREST Cllr A Martin declared a personal interest in item 32/10/09F as BNP Paribas is a subsidiary of his employer. Cllr J Burrell declared a prejudicial interest in item 36/10/09F as he is related to the Clerk.

28/10/09F TO ACCEPT QUESTIONS FROM THE PUBLIC There were none.

29/10/09F TO APPROVE THE MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD ON WEDNESDAY 9 SEPTEMBER 2009 That the minutes of the meeting of the Finance committee held on Wednesday 9 September 2009 are accepted as a true record by the committee and signed by the Chairman.

30/10/09F TO DISCUSS MATTERS ARISING FROM PREVIOUS MINUTES There were no matters arising.

31/10/09F TO NOTE FINDINGS OF EXTERNAL AUDITOR FOR ANNUAL RETURN YEAR ENDED 31 MARCH 2009 Members were asked to note the findings of the Audit Commission following submission of the Annual Return for 2008/09. The Audit Commission is satisfied that the annual return is in accordance with relevant legislation and regulatory requirements.

The Audit commission had raised a couple of points to ensure that the council's fidelity guarantee was sufficient to cover balance plus reserves; and to ensure that the insurance schedule mirrored the fixed asset register to ensure consistency between the two.

The Clerk confirmed that the fidelity guarantee would be amended as required and that the insurance schedule had been sufficiently amended following the valuation of

council property and assets by chartered surveyors.

Members resolved to note the findings of the Audit Commission.

32/10/09F TO AUTHORISE PAYMENTS AND RECEIPTS

Members were provided with details of receipts and payments for September 2009.

It was resolved that the receipts and payments for September 2009 are approved.

33/10/09F TO CONCLUDE ITEMS FOR THE NEXT AGENDA

No items were proposed.

34/10/09F EXCLUSION OF PRESS & PUBLIC

It was resolved that, pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the following items.

35/10/09F TO APPROVE THE APPOINTMENT OF INTERNAL AUDITOR

Members were required to consider the appointment of a new Internal Auditor following the resignation of Mrs Banister to ensure compliance with Accounts and Audit Regulations 2003.

Members resolved to approve the appointment of Mr Kevin Funnell as Internal Auditor for Stone Parish Council with immediate effect.

36/10/09F TO APPROVE SALARY PAYMENTS IN LINE WITH NJC REVISED SCALES FOR LOCAL GOVERNMENT

Councillor Mr J Burrell left the meeting for discussion of this item.

Members were provided with revised NJC salary scales for Local Government service 2009/10. The Clerk informed members that, after much deliberation, a 1% increase had been applied to all scales.

Members resolved to pay council staff in line with NJC revised salary scales 2009/10 and in accordance with employee terms and conditions.

There being no further business the Chairman closed the meeting at 9.23pm. The next meeting of the committee will be held on Wednesday 9 December 2009.

DATED THE DAY OF 2009

CHAIRMAN