

Whiteley Parish Council

Finance Committee

Minutes of a meeting of the above Committee held at Meadowside Leisure Centre, Whiteley on Wednesday 20th May 2009 at 8.55 pm.

Parish Council Committee members present: Colin Bielckus (Chairman), Vivian Achwal, Mike Evans, Brenda Hatch, David Jenkins

Parish Councillors: Lesley Dennis, Kairen Goves, Al Menzies, Pat Thew, one member of the public, Parish Clerk Nicki Oliver

1. **To appoint Chairman for the ensuing year:** Colin Bielckus appointed.
2. **To appoint Vice-Chairman for the ensuing year:** Brian Hughes appointed.
3. **To receive apologies for absence:** Brian Hughes.
4. **To receive declarations of interest regarding agenda items:** none.
5. **To adjourn meeting to allow participation by members of the public:** not required.
6. **Meeting resumed to consider the following agenda items:**

6.1 To reconsider a grant application from Bishops Waltham and the Meon Valley Citizens Advice Bureau: **it was agreed to recommend to Full Council that a grant of £200 be made.**

6.2 To address action items to improve effectiveness of internal controls:
Review grant application terms and conditions: **draft circulated, to be finalised at next meeting.**
Review access to finance information should Clerk be unavailable: **accounts and precept information to be placed on website. Copy of cashbook to be forwarded to Chairman on a quarterly basis.**

6.3 To identify any unmanaged risks within this committee's remit: **no risks identified at present.**

7. **Review effectiveness of communication, development of links with other community organisations and support for local democracy through making information more widely available:** grants information to be posted on boards and website when revised terms and conditions have been agreed.
8. **Recent correspondence / reports from meetings of relevance to this committee:** none.

Meeting closed 9.10pm