

# Whiteley Parish Council

## Finance Committee

Minutes of a meeting of the above Committee held at Meadowside Leisure Centre, Whiteley on Wednesday 21<sup>st</sup> July 2010 at 9.20pm.

**Parish Council Committee members present:** Colin Bielckus (Chairman), Lydia Newman (Vice-Chairman), Mike Evans, Brian Hughes, David Jenkins, Brenda Hatch.

Parish Councillors: Roland Diffey, Kairen Goves, Al Menzies and Pat Thew; three members of the public, Parish Clerk Nicki Oliver

1. **To receive apologies for absence** Vivian Achwal.
2. **To receive declarations of interest regarding agenda items** None.
3. **To adjourn meeting to allow participation by members of the public** Not required.
4. **Meeting resumed to consider the following agenda items:**
  - 4.1 To receive income and expenditure calculations April-June 2010 **Received.**
  - 4.2 To receive Chair's briefing on continued membership of Local Govt pension and any risks for the Parish Council **Refer to next meeting.**
  - 4.3 To receive internal auditors report: consider whether to increase Fidelity Guarantee insurance cover to £66,000 **Agreed to recommend to Full Council that cover remains at £44,000 for 2010/11.**
  - 4.4 To review Committee Terms of Reference and make recommendations to Full Council. **Terms reviewed, recommended alterations as attached.**
5. **To identify any unmanaged risks within this committee's remit** None.
6. **Review effectiveness of communication, development of links with other community organisations and support for local democracy through making information more widely available** None.
7. **Recent correspondence / reports from meetings of relevance to this committee** None.

Meeting closed 9.26pm

## **Finance Committee terms of Reference for recommendation to Full Council 6<sup>th</sup> September 2010**

1. The Finance Committee is constituted as a Standing Committee of the Parish Council. Its composition shall be four Councillors as voting members, with three members constituting a quorum.
2. The Chairman-and Vice-Chairman to be elected annually by the Committee.
3. All correspondence should be conducted through the Clerk of the Parish Council wherever possible.
4. Minutes of all meetings are to be kept by the Committee and normally forwarded to the Parish Clerk for circulation at full Parish Council meetings.
5. The Committee will consider all aspects of the Council's finances, including grants and setting of precept operating under the terms of the Councils Standing Order's and Financial Regulations.
6. The Committee will meet as workload requires but shall meet at least annually, (not later than November), to consider the following years precept, recommendations shall be presented to full Council for approval not later than the January full Parish Council meeting each year
7. The Parish Clerk will submit appropriate figures to Winchester City Council by the due date.
8. The Committee is authorised to commit Parish Council funds to a limit of £500 (Five hundred pounds) without formal Parish Council approval provided that this amount has been provided for in the annual precept.
9. In exceptional circumstances the Committee may have delegated powers from Council to commit Council funds.

*\* Please note the Chairman of the full council is an exofficio member of all committees and entitled to vote.*