

---

**Minutes of the meeting of the Finance & General Purposes Committee****Held on 3<sup>rd</sup> April 2017 at 7.30 pm in the Bush Room****Present:** - James Sumner (JS) (Chair), Mike Webb (MW), Marcus Fry (MF).  
Graham Smith (Clerk)**1. Apologies accepted for Absence**

Ann Curtis (AC).

**2. Evacuation Procedure**

Evacuation procedures were noted.

**3. Public Participation**

None

**4. Declaration of Interests**

None

**5. Minutes of meeting held on 6<sup>th</sup> March 2017 and Matters Arising**5.1. Approval of the minutes of the meeting held on 6<sup>th</sup> March 2017**17.001 Resolved:** The minutes of the meetings held on 6<sup>th</sup> March 2017 were approved and signed by the Chairman

5.2. Matters Arising – None

5.3. Outstanding Actions – (JS) requested that action relating to allocation of reserves be noted and that this be completed by a sub-committee shortly after the AGM in May.

**6. Matters Arising from Committee Reports**

6.1. Planning Committee – None

6.2. Footpaths &amp; Allotments Committee – None

6.3. Playing Fields &amp; Open Spaces Committee – None

**7. Financial Reports**7.1. Finance Report March 2017

(Clerk) explained to Cllrs that although the report was presented it did not include a bank reconciliation due to the fact that a number of transactions for March will show on the April statement and a reconciled report would be presented at the next meeting.

**8. CIL Strategy**

(Clerk) explained SGC CIL payments and that the first is due at the end of April and that consideration needs to be given as to how this money is to be spent and a report sent back to SGC. (JS) recommended that this be discussed at a future meeting.

**9. Approval of Draft Financial Regulations**

(Clerk) had distributed draft regulations to all Cllrs prior to meeting for review. (JS) proposed that the committee recommend that the new APC Financial Regulations be approved and adopted by the Parish Council. (MF) seconded and (MW) agreed.

**17.002 Resolved:** The new Financial regulations be approved and adopted by the Parish Council at the next meeting.

**10. Authorisation of Payments**

10.1. Payments authorisation by Cllrs Marcus Fry &amp; Mike Webb

Details	Chq. no	£
Grounds Maintenance Contract - Mar	2795	1212.20
ALCA / NALC annual membership	2787	506.58
Room Hire	2796	67.08
Total Payments		£1785.86

10.2. Recent Receipts

Details	Ref.	£
Gross Interest	DCR	5.04
Internment/Excavation CR Plot - 63	DCR	168.00
Deed of Grant CR Plot - 63	DCR	47.00
Internment - Grave Plot 1	Inc2744	88.00
Internment - Grave Plot 11	Inc2744	88.00
Total Receipts		£396.04

**11. Correspondence**

None

**12. Website / Helmet**

None

**13. Any other business**

(MF) informed the committee of the minutes of the Jubilee Hall Management Committee meeting and that he would go into further detail at the Parish Council meeting.

(Clerk) reminded Cllrs that the next Parish Council meeting will take place at the Alveston House Hotel.

Meeting Closed 20.00PM

**The next meeting of the Finance and General Purposes Committee is on Monday  
8<sup>th</sup> May 2017 at 8.15pm.**