

MEETING OF THE Finance & General Purposes Committee**To be held at 8.00 p.m. on Monday 6th June 2011 in the Bush Room**

Members are reminded that the Council has a general duty to consider the following matters in the exercise of its functions: - Equal Opportunities, (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights.

Distribution: -***Cllrs Terry Hunt (Chairman), John Cutland, Alison Peters, Brian Lee, Hannah Richmond. Bernard Willcox*****Date of next meeting – 1st August 2011****Agenda****1. Apologies for Absence****2. Evacuation Procedures**

The clerk will be the responsible person in the case of a fire and evacuation.
The fire exits will be declared at the meeting.

3. Public Participation**4. Declaration of interests****5. Minutes of the meeting held on 9th May 2011 and Matters arising**

5.1. Matters Arising

5.2. Outstanding Actions from previous meetings.

5.2.1. ***F110509-1 That the financial accounts are brought up to date and operating entirely in the new finance system by 6th June 2011*** ***Action to Clerk***

5.2.2. ***F110509-2 The “ownership” of the Jubilee Hall and Youth Centre to be established.*** ***Action to Clerk & Cllr Brian Lee***

5.2.3. ***F110509-3 To amend the Risk Assessment 2010/11 document as agreed.*** ***Action to Clerk***

5.2.4. ***F110509-4 To form a sub-committee to explore the opportunity to have a Parish Council presence at the Community Show.*** ***Action to Alison Peters***

5.2.5. ***F110509-4 To produce a “time sheet” of two weeks work.*** ***Action to Clerk***

6. Matters Arising from Committee reports

- 6.1. Planning Committee
- 6.2. Footpaths & Allotments Committee
- 6.3. Playing Fields & Open Spaces Committee

7. Financial Report

Due to the requirements of the Audit it has not been possible to produce the reports below

- 7.1. Budget Report dated 31/5/11
- 7.2. Receipts & Payments for May 2011
- 7.3. Bank Reconciliation for May 2011
- 7.4. Reserve Account dated 30/4/11

8. Financial Matters**9. Authorisation of Payments**

- 9.1. Payments to be authorised.

| Payee | Details | Chq. no | £ |
|----------------------|-----------------------|---------|-----------|
| CRK Garden Manicures | Grounds Maintenance | 1886 | 978.00 |
| R Phillips | GAP – Barrier Fencing | 1887 | 38.40 |
| R Phillips | B&Q – Fencing Spikes | 1888 | 32.99 |
| Jane's Pond Ltd | Playspace | 1889 | 11,145.60 |
| | Total expenditure | | 12,194.99 |

- 9.2. Income Received.

None

10. Policy Documents**11. Playbuilder****12. Correspondence**

- 12.1.

| | | | |
|--------|---|------|------------------------|
| 29-May | L | SLCC | Essential Publications |
|--------|---|------|------------------------|

To consider purchase of Councillor Publications.

- 12.2.

| | | | |
|--------|---|-----------------------|-------------------------------|
| 16-May | L | Senior Citizens Forum | Request for financial support |
|--------|---|-----------------------|-------------------------------|

13. Any other business