

Sonning Common Parish Council

Minutes of the meeting of the FINANCE COMMITTEE held in the Parish Office on 8 August 2012 at 19.30.

Present: Mr Stoves (Chairman), Miss Hunt and Mr Jones.

F13/037 Apologies for absence: Mr Kedge, Mr Greenwood and Mrs Phillips-Tilbury

F13/038 Declarations of Interest: None

F13/039 Public Question Time: No members of the public present

F13/040 Reconciliation of Accounts as at 31 July 2012: Presented and approved.

13/041 Review of Financial Information at 31 July 2012 Presented, discussed and approved.

F13/042 Accounts to be presented for payment: The following accounts for payment were individually reviewed and their payment was then authorised:

JULY DOCKETS LIST				
Docket	Cheque	Payee	Amount	Auth
201213-071	3163	RUFC	7,000.00	13/041
201213-072	3164	Temp street cleaner wages	105.00	PC
201213-073	3165	Temp street cleaner wages	126.00	PC
201213-074	3166	SCVHMC	713.50	CT
201213-075	3167	Berinsfield CB (June+July)	1,260.00	CT
201213-076	3168	B&S Chains	22.08	PC
201213-077	3169	B D Willis	550.00	PC
201213-078	3170	Melba Products Ltd	103.56	PC
201213-079	3171	G Stevens	270.00	PC
201213-080	3172	Fencing Products Ltd	595.20	PC
201213-081	3173	Office Depot	477.28	PC
201213-082	3174	Street cleaner wages	476.60	CT
201213-083	3175	Assistant Salary	126.00	CT
201213-084	3176	Clerk Salary	759.91	CT
201213-085	3177	HMRC	307.37	LC
201213-086	3178	L Rawlins	224.90	NP
201213-087	3179	Grundon	71.16	CT
		Total payments	13,188.56	

Code
AM = Allotments Mgr
CT = Contract
FC = Finance Committee
LC = Legal compliance
LG = LGA 1972
PC = Parish Clerk
RFO = Parish Clerk as RFO
NP = Neighbourhood Planning
YY/NNN = Minute number

F13/043 Requests for grants or donations: None.

F13/044 Matters for future consideration: Budget preparation in Sept/Oct.

F13/045 As the Finance Committee was acting in loco the full Council, the following motion submitted by Mr Kedge under the 10 o'clock rule was considered:

‘In view of the seriously increasing pressure of work a suitably qualified Deputy Clerk should be appointed as soon as possible. The normal appointment process should be overseen by a panel consisting of the Chair of Council, Chair of Finance and Chair of Planning, working in close consultation with the Clerk. The working hours and salary to be agreed with the successful applicant within the appropriate parameters for the post.’ The motion and reasons for it were discussed and it was resolved that it be approved with the Parish Clerk to prepare an advertisement.

The meeting closed at 20.05

Date of next meeting: Wednesday 5 September 2012 at 19.30

Chairman:

Dated: