

# SAWSTON PARISH COUNCIL

MINUTES FINANCE AND GENERAL PURPOSES COMMITTEE 29 June 2010

PRESENT: Chairman: Dr D R Bard Clerk: Mrs J F Keeler

Councillors:

Mrs P J Awbery-Maskell

Miss S E Clarke

Mrs S A Hatton

E C Murray

D R Roberts

Mrs J G A Smith

N Thomas

## 1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor K J L Cooper.

## 2 TO ELECT A CHAIRMAN OF THE FINANCE & GENERAL PURPOSES COMMITTEE FOR THE ENSUING YEAR

Councillor Dr D R Bard was **PROPOSED** by Councillor Mrs S A Hatton and **SECONDED** by Councillor Mrs P J Awbery-Maskell for the position of Chairman.

As no other candidates were nominated a vote took place and Councillor Dr D R Bard was elected Chairman.

**VOTE: 8 FOR : (UNANIMOUS)**

## 3 TO ELECT A VICE-CHAIRMAN OF THE FINANCE & GENERAL PURPOSES COMMITTEE FOR THE ENSUING YEAR

Councillor K J L Cooper was **PROPOSED** by Councillor N Thomas and **SECONDED** by Councillor D R Roberts, and Councillor Mrs P J Awbery-Maskell was **PROPOSED** by Councillor Mrs S A Hatton and **SECONDED** by Councillor Miss S E Clarke for the position of Vice-Chairman.

A vote was taken:

**Councillor K J L Cooper : 3 VOTES**

**Councillor Mrs P J Awbery-Maskell : 5 VOTES**

Councillor Mrs P J Awbery-Maskell was therefore elected as Vice-Chairman

## 4 DECLARATIONS OF INTERESTS FOR THIS MEETING

None

**5 MINUTES**

The minutes of the meeting held on 30 March 2010 were read, confirmed and signed. **PROPOSED** by Councillor Mrs S A Hatton and **SECONDED** by Mrs P J Awbery-Maskell to **ACCEPT**

**VOTE: 7 FOR : 1 ABSTENTION**

**6 MATTERS ARISING – New information only**

**6 – Website**

Councillor N Thomas advised the Committee that the website was still being developed, but very near completion. Councillor N Thomas agreed that a further update would be given at the next Full Parish Council Meeting.

**7 COMMITTEE EXPENDITURE SHEETS**

These were looked at in detail and it was **AGREED** that in future individual sheets for each committee were required. The only other comment was to highlight where there may be a negative number.

**PROPOSED** by Councillor Mrs SA Hatton and **SECONDED** by Councillor Mrs J G A Smith to **ACCEPT** these sheets.

**VOTE: 8 FOR : (UNANIMOUS)**

**8 APPOINTMENT OF INTERNAL AUDITOR**

The Committee **AGREED** it was time to put out to tender for a new internal auditor as the current auditor had been used for some years. Clerk to obtain three quotes for the next Full Parish Council Meeting.

**PROPOSED** by Councillor E C Murray and **SECONDED** by Councillor N Thomas.

**VOTE: 8 FOR : (UNANIMOUS)**

Councillor N Thomas left the meeting at 8.10pm

**9 AUDITOR LETTERS (INTERNAL & EXTERNAL)**

The internal and external auditor letters were discussed at length and it was **PROPOSED** by Councillor E C Murray and **SECONDED** by Councillor Mrs S A Hatton to **ACCEPT** the letters/comments and action the points that have been highlighted in future.

**VOTE: 7 FOR : (UNANIMOUS)**

## 10 REVIEW RESERVES

Councillor E C Murray explained how much the Council had in reserves and what the money was allocated for:

End of Financial Year 2009/2010 there was £123,826.42 in general reserves  
Money already allocated from this:

- £50k for Spicer's Pavilion
- £ 8k for new machinery (Recreation)
- £ 5k for new bus stop (money given to Parish Council)

This leaves a total of £60,826.42 in reserves

We also have three other separate accounts in reserves:

- £5,892.44 – s106 money (contribution given to Parish Council from developers for provision of public open space)
- £796.00 – donations money (money collected from Bonfire Night and Christmas Fair)
- £10,918.20 – village amenity money

The reserves finances were discussed and it was **PROPOSED** by Councillor Mrs S A Hatton and **SECONDED** by Councillor Mrs P J Awbery-Maskell to **ACCEPT**.

**VOTE: 7 FOR : (UNANIMOUS)**

## 11 COUNCILLORS ISSUES

### **Sawston Footpath 15**

Councillor Miss S E Clarke advised the Committee that she had read a notice in the paper about the prohibition of use of Sawston Footpath 15. 'No pedestrian shall proceed along footpath 15, Sawston and Whittlesford Footpath 1, Whittlesford as lies between the access road to Spicers and Footpath 9 Whittlesford. The proposed order will come into operation on 19 July 2010 and will continue until the footbridge surfacing works have finished.'

## 12 AGENDA ITEMS FOR NEXT MEETING

None

**Meeting closed at 9pm**