

SAWSTON PARISH COUNCIL

MINUTES **FINANCE AND GENERAL PURPOSES COMMITTEE** 7 July 2015
Meeting commenced 7.30pm

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

Councillors:

Mrs P J Awbery-Maskell
Miss S E Clarke
E C Murray

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

Councillor Dr D R Bard was **PROPOSED** by Councillor Mrs P J Awbery-Maskell and **SECONDED** by Councillor Miss S E Clarke 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: 4 FOR : (UNANIMOUS)

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

Councillor Miss S E Clarke was **PROPOSED** by Councillor Mrs P. J Awbery-Maskell and **SECONDED** by Councillor E C Murray for the position of Vice-Chairman.

As no other candidates were nominated a vote took place and Councillor Miss S E Clarke was elected Vice-Chairman.

VOTE: 4 FOR : (UNANIMOUS)

3 APOLOGIES FOR ABSENCE

Councillor K Cuffley : Attending another meeting (SCDC)
Councillor K J L Cooper : Other work commitments
Councillor R M Matthews : Absent without apologies

4 DECLARATIONS OF INTERESTS FOR THIS MEETING

None were declared

5 MINUTES

The minutes of the meeting held on 2 December 2014 were read, confirmed and signed.

It was **PROPOSED** by Councillor Mrs P J Awbery-Maskell and **SECONDED** by Councillor Miss S E Clarke to **ACCEPT**

VOTE: 4 FOR : (UNANIMOUS)

The minutes of the meeting held on 6 January 2015 were read, confirmed and signed.

It was **PROPOSED** by Councillor Mrs P J Awbery-Maskell and **SECONDED** by Councillor Miss S E Clarke to **ACCEPT**

VOTE: 4 FOR : (UNANIMOUS)

6 MATTERS ARISING – NEW INFORMATION ONLY

None

7 COMMITTEE EXPENDITURE SHEETS

The Committee went through the finance sheets.

It was **PROPOSED** by Councillor Mrs P J Awbery-Maskell and **SECONDED** by Councillor Miss S E Clarke to **ACCEPT** the Expenditure Sheets.

VOTE: 4 FOR : (UNANIMOUS)

8 S137 POLICY

The Committee read through the Policy and it was **PROPOSED** to **RECOMMEND** to Full Parish by Councillor E C Murray and **SECONDED** by Councillor Mrs P J Awbery-Maskell to **ADOPT** this Policy.

VOTE: 4 FOR : (UNANIMOUS)

9 FINANCIAL REGULATIONS

The Clerk explained that it should be written into our Financial Regulations who can use the debit card and a limit. This was discussed and it was **PROPOSED** to **RECOMMEND** to Full Council by Councillor E C Murray and **SECONDED** by Councillor Miss S E Clarke that only the Parish Clerk is authorised to use the debit card with a limit of £1k per month. Details of expenditure on the debit card to be shown on the monthly accounts presented at Full Parish.

VOTE: 4 FOR : (UNANIMOUS)

10 COUNCILLORS ISSUES AND AGENDA ITEMS FOR NEXT MEETING – F & GP ONLY

Councillor Miss S E Clarke asked if the next Finance & General Purposes Committee Meeting could be moved as it is due when the Conservative Party has a conference and Councillor Dr D R Bard would not be available. It was **AGREED** to move the meeting to 29 September 2015.

VOTE: 4 FOR : (UNANIMOUS)

Meeting closed at 7.55pm