

**SWANWICK PARISH COUNCIL  
MINUTES OF EXECUTIVE COMMITTEE  
7 JULY 2011**

**Present:** Cllrs Fretwell, Barnett, Dale, Hardwick, Payne, Watson

Also Present: Cllrs Brown, P Staton

**1. Apologies:** Cllr Peacock & D Staton

**2. To determine the Terms of Reference of the above Committee**

The Chair of the Committee outlined the Terms of Reference to the Committee.

**RESOLVED:**

That the Terms of Reference be put forward for acceptance by Full Council

**3. To determine the Aims and Objectives of the above Committee**

The Chair of the Committee outlined the Aims and Objectives of the Committee for discussion.

**RESOLVED:**

That the Aims and Objectives be put forward for acceptance by Full Council.

**4. 1<sup>st</sup> Quarter Budget Report**

The Clerk circulated the spend as at 30 June 2012, a total of £26,000 copy enclosed.

**RESOLVED:**

That the 1<sup>st</sup> Quarter Budget Report be accepted.

**5. Overall Budget Review (a copy of the budget has already been passed to you)**

The Council's Overall Budget was reviewed following the proposals put forward by the Committees'. See Revised Sheet.

**RESOLVED:**

That the Recommendations for the Budget Review in light of the new Committee Structure be accepted by Full Council.

**6. The Monitoring Role of the Executive Committee**

The Chair explained the envisaged role of the Executive Committee regarding the verbal reporting of the respective committee's performance on their various activities during the previous quarter. It was also requested that Cllr Dale and the Clerk put together a report on Human Resource issues during the same period.

Cllr Dale agreed to do this.

**RESOLVED:**

That the Monitoring Role of the Executive Committee be accepted by Full Council.

Meeting Closed at 8.25pm