

MINUTES OF FINANCE MEETING HELD ON 10 MARCH 2011

Present: Cllrs Fretwell, Barnett, Soudah, D Staton & P Staton
Also present Cllr Thornton

1. **APOLOGIES:**

Cllr Payne

2. **STANDING ORDERS – REVIEW**

The review of standing orders was put on the agenda, as at the last meeting of full council, some questions had been put to the Chair and it was slightly confusing for the other members of council, because they had no knowledge of the situation.

RESOLVED:

That the revision to Standing Orders as attached, be accepted by Full Council.

3. **REQUEST BY CARETAKER TO REDUCE WORKING HOURS**

A letter has been received from the caretaker who currently works Wed, Thurs, Frid; he wishes to reduce his working week to Wed & Thurs, to enable him to spend more time with his wife, who works opposite hours to him.

RESOLVED:

That at the moment the Council are not minded to agree to this request, due to the particular need for cover on Friday.

4. **CONTRACTS OF EMPLOYMENT – ALL STAFF**

Including Job Descriptions, Statement of Particulars, Compilation of Staff Handbook

All of the above documents are currently being finalised, with Clerk, Chair & Vice Chair's input.

RESOLVED:

That all of the finished documents are put to April Full Council, and copies can be circulated electronically throughout the Members before this time.

5. **LONG TERM INVESTMENT ACCOUNTS FOR CAPITAL SUMS**

The Paper prepared by the Clerk was circulated, interest rates are not good but there is a need to protect the Council's reserves. Discussion took place regarding banking licences and ensuring that the funds are put into separate institutions.

RESOLVED:

That the Clerk open four separate accounts (inclusive of current a/c) to distribute funds, ensuring that they are all operating under different licences. Easy or early access to the funds must also be taken into account.

6. **ACCOUNTS 4th QUARTER TO DATE**

The expenditure to date, expected expenditure until year end, , overspends and underspends on specific items were discussed..

The budget was on target for the financial year. Total spend to date including the community centre capital money £91,000.

RESOLVED:

4th Quarter figures to date be approved.

Meeting Closed at 8.53pm

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