

HERNE & BROOMFIELD PARISH COUNCIL

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Minutes of the meeting of Herne & Broomfield Parish Council Finance & Resources Committee held at Wootton Room, Herne Mill, on Wednesday 30th January 2013 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Robert Jones, Cllr Hobbs, Cllr Brealy and Cllr Harvey.

Not Present: Cllr Moore, Cllr Day and Cllr Blatherwick

01/13	Apologies for absence were received from Cllrs Moore and Day who are both ill and Cllr Blatherwick who has a previous engagement.
02/13	Declarations of Interest and approval of dispensations requested. None.
03/13	The minutes of the meeting held on 20 th November 2012 were agreed as a correct record.
04/13	Matters Arising. The precept request has gone into CCC.

Public adjournment

To allow members of the public to speak about items on the agenda.

Name and address to be given

None present

05/13	Expenditure against budget from April-December 2012 and look at reserves. Cllr Jones ran through the items of expenditure some items such as business rates were over budget this was due to the rate relief going to the Community Centre. Audit costs will also be over budget due to an increase by District Audit. Everything else is on budget.
06/13	To discuss auditor's report for the quarter. Mr Funnell had supplied a written report, a copy has been sent to all members, everything was found to be in order and no issues were raised.
07/13	To discuss and approve the Annual Review for the effectiveness of Internal Auditor. This was discussed in detail and members were happy that Mr Funnell was doing everything that was required for the audits.
08/13	To discuss Kevin Funnell continuing as internal auditor for the next 12 months. Mr Funnell will not be increasing his charges and members agreed to recommend to full council that he be asked to continue for 2013-14.
09/13	Report on clerk's appraisal. Cllr Jones told members that the only real issue raised was the clerk's workload, with the projects etc as well as the day to day work she is working to capacity. Where possible members needed to take on some things, especially where they wish to organise something, they will need to do this themselves and not expect the clerk to take it over if there are problems.
10/13	Members' questions/reports and any correspondence received. The clerk has received a letter from Mark Ellender confirming that members did need a dispensation to discuss the budget.

Meeting closed 8.30pm