

**AGENDA OF THE MEETING OF THE FINANCE COMMITTEE TO BE HELD MONDAY 28th
NOVEMBER 2016 At 7pm IN THE MORTIMER ROOM OF THE FEOFFEES TOWN HALL,
COLYTON**

Committee – Cllrs C Collier, A Parr, B Collier, C Pady, S Real. P Dean, H Evans R Turner & P Gibbins

- 1. Apologies for absence**
- 2. The Minutes of the Finance Committee Meeting held on 24th October 2016 (Appendix N) to be approved**
- 3 Matters arising from the minutes**
- 4. Democratic Period – opportunity for public questions & comments. (Total time 15 minutes, each individual 3 minutes).**
- 5. Terms of reference for Finance Committee**
- 6. Balanced Accounts for the period 1st April – 31st October 2016.**
- 7. Accounts to be presented for payment:**

	Miss E Berry	Salary Post Bank Mileage 30 x 0.45	£755.06 £9.45 £13.50			£778.01
	Mr J Rollings	Salary Mileage Fuel	£800.76 TBN £5.81			
	HMRC	Tax £410.40 NI Employee £86.03 NI Employer £97.84				£594.27
DD	NEST	Pension Contributions	Employees £8.72	Employer £10.90		£19.62
	DALC	Annual Subscription 2016/17				£10

a) Audit for July – September due – Cllr A Parr.

However The new Model Financial Regulations state: “On a regular basis, at least once in each quarter, and at each financial year end, a member other than the Chairman or a cheque signatory shall be appointed to verify bank reconciliations (for all accounts) produced by the RFO. The member shall sign the reconciliations and the original bank statements (or similar document) as evidence of verification. This activity shall on conclusion be reported, including any exceptions, to and noted by the Council or Finance Committee.”

Signatories are not banned from carrying out the checks. It’s just good practice to get someone with no access to the bank account to check reconciliations from time to time.

- b) Purchase of new telephone answering machine.
- c) Approval of mileage payment & car parking for volunteer attending strimmer course at Stover Park
- d) Email from EDDC with details of a reduction of 56% in our Council Tax Support Grant.

8. Items received after the agenda published – to be noted

Dates of next meetings

Council Meeting - Monday December 12th

Finance & Planning – Monday December 19th

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Recording must cease at the request of the Chairman.

Making a recording must not be disruptive to the meeting.