

# **FINANCE MINUTES**

**Thursday 7<sup>th</sup> May 2020**

**16:00 Hrs**

**Via Webex**

- 1. Apologies: Cllr S. Hawkins**
- 2. In attendance: Cllr D Bennett (Chair), Cllr J. Leyland, The Clerk D. Austen & RFO J. Munro.**
- 3. The correct procedure for signing the AGAR reports was discussed and it was decided that the reports would be discussed and signed at the next full council meeting that is due to be held by video link on Tuesday 19<sup>th</sup> May at 16:00 hrs.**
- 4. The requirement for an additional bank account to replace the Nat West one was discussed and the meeting agreed that we should ask other local societies who they use and if they have 2 signatories and their reviews of the service etc they receive. RFO**
- 5. The need for new signatories was discussed since new members had joined the council and it was decided to ask two of these to become signatories. DCB**
- 6. Extra budget controls were discussed and the need to ensure committees had the required number of meetings in the year and that they reviewed their budgets at these meetings and reported back to the RFO with their conclusions.**
- 7. The recent acquisition of new computer equipment was discussed and the meeting decided that practise meetings should be held via the Webex video system to bring all councillors up to speed with how this technology performs and their own requirements when attending a video meeting, these would take place before the next full council meeting on the 19<sup>th</sup> May. DCB, DA**
- 8. Staffing requirements were discussed, and it was decided that we would wait to see what the restrictions were after Sundays Government update.**
- 9. AOB, the TOC H hut repairs (£880) were discussed, the meeting decided that we should ask if the gentleman who wanted the hut for his WW1 display still required it and we should investigate the purchase of a new metal or wood hut to replace the old one. DA**
- 10. It was agreed finance meetings will be held once a month for the current financial year. Next meeting Tues 9<sup>th</sup> June 16:00 Via Webex**

**Meeting closed at 17.15**