

Easingwold Town Council

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Clerk: Mrs J Bentley

16th May 2016

FINANCE & GENERAL PURPOSES COMMITTEE

To: Councillors N Madden, R Tanfield, S Shepherd, P Nottage, C Jackson

You are requested to attend a meeting of the above Committee on Monday 23rd May 2016 at 7pm in the Council Chamber at the Galtres Centre.

Yours sincerely

Jane Bentley
Town Clerk

AGENDA

1. Apologies

To receive and approve apologies from any absent members

2. Minutes

To approve minutes of meeting dated 21st March 2016 (attached) for signature

3. Clerk's progress report & Matters Arising (items for information only)

- Mr WB Taylor completed work assisting the Clerk to verify year end 31.03.61
- Mr Howard Miller of Yorkshire Internal Audit Services carried out the internal audit on 11th May 2016 and signed off the Annual Return.
- Councillor Tanfield carried out the internal controls check on March 21st 2016.
- The Clerk has taken the 28 hours outstanding leave from 2015/16
- The Assistant Clerk has taken 8 hours leaving 14 hours leave outstanding from 2015/16
- The Clerk requested that the SLCC undertake a review of the roles within Easingwold Town Council in April 2016 following the full Council Meeting on 19th April 2016
- *Matters Arising:*

4. Staffing Matters

4.1 To note the Annual & Sick Leave status for Clerk and Assistant Clerk

Clerk: No sick leave this financial year; 168 hours leave remaining Asst Clerk: No sick leave this financial year; 88 hours remaining

4.2 To receive and sign the NALC & SLCC job evaluation form

5. Finance Matters

5.1 To note the spend to date against budget (Income & Expenditure Report and Trial Balance) at end April (subject to availability of the month end bank statements).

5.2 To consider if any virements are necessary

5.3 To review the investments and community account balance (to follow by email)

6. Investments

To consider any new investment options and decide the way forward.

7. Newsletter

To consider any matters.

8. Legal Issues

To consider advice received from Gray's regarding the extent of the Council's remit and agree the way forward.

9 Website

To review the current legal requirements for Council websites and agree the way forward.

10. Wi-fi

To receive an update from CLANNET and consider the way forward.

11. Date of next Meeting

To consider the possible date of the next meeting.