

**MINUTES OF FINANCE & GENERAL PURPOSES COMMITTEE MEETING
HELD ON MONDAY 11TH JULY 2016, 7.00PM AT THE GALTRES CENTRE**

Present: Councillors R. Tanfield, S. Shepherd, N. Madden and C. Jackson
Clerk: Mrs J Bentley

1. Appointment of the Chairman of the Committee

Councillor Tanfield was proposed as Chairman by Councillor Madden, seconded by Councillor Shepherd and duly appointed Chairman.

2. Apologies

Apologies were received from Councillors Nottage and Barnes.

3. Minutes

The minutes of the meeting dated 23rd May 2016 were signed and approved.

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

- The newsletter has been distributed to the public and printed in the Easingwold Advertiser
- The Zurich insurance policy has been renewed
- All year end actions were successfully completed, approved and signed off at May's Annual Meeting of the Council and posted to the External Auditor for review and final certification. The notice of Public Rights and Publication of Unaudited Return is displayed from 6th June until the 15th July.
- The Assistant Clerk has taken the remaining 14 hours leave from 2015/16.

• **Matters Arising:**

There were no matters arising

5. Staffing Matters

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

Clerk: No sick leave this financial year; 140 hours leave remaining Asst Clerk: No sick leave this financial year; 82 hours leave remaining

5.2 It was **AGREED** that the Clerk would email the completed NALC & SLCC job evaluation forms to Councillors Tanfield and Madden and send a hard copy to Councillor Shepherd.

6. Finance Matters

6.1 The spend to date against budget (Income & Expenditure Report and Trial Balance) at end of June was noted. It was **AGREED** that the Clerk should send a list of reserves to councillors.

6.2 No virements were considered necessary

6.3 The status of the Scouts minibus funding was reviewed and it was **AGREED** that the Clerk should contact the treasurer of Easingwold Scouts to request that the £7,500 be returned to Easingwold Town Council to retain until the Scouts have confirmed that the minibus will go ahead.

6.4 It was **AGREED** to refurbish the existing market trailer used to transport the market stalls up to a cost of £600 and to buy the second hand trailer currently being used as a temporary measure for £800.00 and to spend an additional £500-£600 to add racking.

7. Investments

No new investment options were considered necessary.

8. Newsletter

It was **AGREED** that 3 colour versions should be produced annually with the next newsletter due in August/September 2016.

**MINUTES OF FINANCE & GENERAL PURPOSES COMMITTEE MEETING
HELD ON MONDAY 11TH JULY 2016, 7.00PM AT THE GALTRES CENTRE**

9. Insurance

The theft of the Yorkshire Stone from Councillor Ellis's property has been reported to the police (crime reference NYP11-07-2016-0289) and it was **AGREED** that the Clerk should proceed with the insurance claim.

11. Date of next Meeting

It was agreed that the next meeting would take place on October 11th 2016 at 7.00pm

The meeting closed at 8.20pm