

**MINUTES OF FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD  
ON TUESDAY 11<sup>TH</sup> OCTOBER 2016, 7.00PM IN THE COUNCIL CHAMBER, THE  
GALTRES CENTRE**

**Present:** Councillors R. Tanfield, S. Shepherd, C. Jackson, P. Nottage and C. Barnes  
**Clerk:** Mrs J Bentley  
**Observing:** Councillor F. Johnston-Banks

**1. Apologies**

No apologies were received

**2. Minutes**

The minutes of the meeting dated 11<sup>th</sup> July 2016 were approved and signed.

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

- The Autumn newsletter has been distributed to the public and printed in the Easingwold Advertiser.
- The external auditor certificate and report were received from PKF Littlejohn on the 30<sup>th</sup> August and the notice of conclusion of audit, detailing the rights of inspection, was published on the website and the noticeboard. There were no matters arising from the review.
- The Yorkshire Stone insurance claim is being processed with Zurich Insurance.

- **Matters Arising:**

There were no matters arising

**4. Staffing Matters**

4.1 The Annual & Sick Leave status for Clerk and Assistant Clerk were noted:

Clerk: No sick leave this financial year; 90 hours leave remaining Asst Clerk: No sick leave this financial year; 70 hours leave remaining.

4.2 A letter was received from the Assistant Clerk and it was **RESOLVED** that the request to take extended leave be approved.

4.3 Since the SLCC did not provide a response to the job evaluation process by the 10<sup>th</sup> October it was not possible to review the salary points for 2016/17.

**5. Finance Matters**

5.1 The spend to date against budget (Income & Expenditure Report and Trial Balance) at end of September was noted.

5.2 No virements were considered necessary

5.3 The investments and community account balance were reviewed.

5.4 It was **AGREED** that a consultant, W B Taylor, should be appointed to assist in the preparation of the 2017/2018 budget.

5.5 It was **RESOLVED** that the Clerk should set a date for the budget meeting.

**6. Wifi**

6.1 Councillor Johnston-Banks and the Clerk provided an update.

6.2 It was **RESOLVED** that the Council would retain the wifi for the forthcoming year.

Councillor Johnston-Banks will provide a comparison of broadband packages including the price, bandwidth and limitations as an agenda item for decision at full council on 18<sup>th</sup> October.

**7. Investments**

No new investment options were required.

**8. Newsletter**

Councillor Barnes requested that any amendments to the draft newsletter be made prior to the council meeting so that the newsletter may be approved and not discussed further at the council meeting.

**MINUTES OF FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD  
ON TUESDAY 11<sup>TH</sup> OCTOBER 2016, 7.00PM IN THE COUNCIL CHAMBER, THE  
GALTRES CENTRE**

**9. Website**

Councillor Tanfield provided an update on the new website and it was **RESOLVED** that the Clerk and Councillor Tanfield put together a contract outlining responsibilities for the management of the website.

**10. Parking**

A request was received and **APPROVED** from Councillor Jackson to organise free of charge the painting of white lines and no parking on the footpath opposite the Commercial and the renewal of the yellow bus lines.

**11. Date of next Meeting**

It was **AGREED** that the date of the next meeting should be Monday 28<sup>th</sup> November 7pm.

Signed.....  
28<sup>th</sup> November 2016