

## TERLING AND FAIRSTEAD PARISH COUNCIL FINANCE COMMITTEE

**Minutes of the Meeting of Terling and Fairstead Parish Council Finance Committee held at 10.00 am on Thursday 29<sup>th</sup> November at the Old Post Office, Fuller Street**

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### **Finance Committee Present:**

Mrs S McNamara  
Mrs S Alder  
Mr R Dixon  
Mr I Smith  
Mrs F Killby (Parish Clerk/RFO)

(no members of the public present)

Mr I Smith was unanimously appointed Chairman of the meeting.

1. ***Apologies for Absence*** - none received.

2. ***Declaration of Interests*** -- none declared.

3. ***Meeting Open to the Public*** - no members of the public present.

4. ***Approval of Minutes of Last Finance Committee Meeting*** - SA proposed that the minutes of the meeting held on 11<sup>th</sup> June be approved and signed as a true and accurate record. Seconded by RD. Unanimously approved.

5. ***Review of Insurance in relation to the Asset Register*** – the Asset Register was reviewed, Clerk to reorganize to make it more easy to read. RD provided photographs of handyman's equipment that is obsolete or not working. Finance Committee to recommend to full Council that a number of items are sold or disposed of. Clerk to check to see if there is a Service Record/Logbook for the tractor mower.

6. ***Review of Budget for year ending 31 March 2019*** – this was reviewed and a number of items have been reduced in the Forecast.

7. ***Review of Budget Projections for year ending 31 March 2019*** – a draft budget was put together, Council to be reminded to submit any requests in time for full Council approval on 22<sup>nd</sup> January 2019.

8. ***Information/Next Agenda Items*** –

9. ***Date of Next Meetings***

7.30 pm 11<sup>th</sup> December, Parish Council Meeting, Square & Compasses, Fuller Street

7.30 pm 22<sup>nd</sup> January, Parish Council Meeting, Terling Village Hall, Terling

7.30 pm 5<sup>th</sup> March, Parish Council Meeting, Terling Village Hall, Terling

Meeting closed at 11.30 am