

MINUTES OF THE CROSSWAYS PARISH COUNCIL FINANCE & ADMINISTRATION COMMITTEE HELD ON MONDAY 10TH JANUARY AT 7PM IN THE SPORTS PAVILION, DICK O' TH' BANKS ROAD

Present: Cllr R Russell, Cllr S Bryant, Cllr S Dullaway, Cllr L Crowe, Cllr E Stenning, Cllr J Manuel, Cllr R Peacocke, Cllr J Chubb and Cllr T Connor.

Also present: Richard Grygiel

GENERAL AGENDA

PUBLIC PARTICIPATION There were no members of the public present

ITEM 1 APOLOGIES FOR ABSENCE Apologies were received from Cllr A Brewer and Cllr C Harriss.

ITEM 2 DECLARATIONS OF INTEREST There were no Declarations of Interest.

ITEM 3 CONFIRM DATE OF NEXT MEETING – 7th FEBRUARY 2005 Confirmed

FINANCE AND ADMINISTRATION COMMITTEE

Chair: Cllr S Bryant

ITEM 1 MINUTES OF THE PREVIOUS MEETING (8TH NOVEMBER 2004) The Minutes of the previous meeting were accepted as a true record and duly signed.

ITEM 2 MATTERS ARISING FROM THE MINUTES Cllr Bryant informed the meeting that a further letter had been received by the Auditors requiring further actions. The Clerk reported that the accounts had been posted, as is required, subject to audit.

ITEM 3 CLLR BRYANT'S REPORT Cllr Bryant distributed the booklet "A guide to becoming a Quality Council" to each Councillor. Whilst it was noted that the Parish Council does not, at present, fulfil the electoral mandate, it did not prevent the Council working towards this status therefore being prepared as other criteria are filled.

ITEM 4 CORRESPONDENCE The Clerk gave members details of proposed new powers for Parish & Town Councils as described in the DAPTC Circular 20/04 giving Rangers and Wardens power to impose fixed penalty fines ranging from £30 - £100.

ITEM 5 CONSIDER RESPONSE, AS REQUESTED, TO MRS KENDRICK'S LETTER- COPY ATTACHED
The Council agreed to note the contents but take no further action.

AGREED/ACTION CLERK

ITEM 6 AGREE SIGNING OF TERMS OF BUSINESS BLANCHARDS SOLICITORS – COPY TO CLLR BRYANT FOR REPORT Cllr Bryant reminded members of events leading to engaging a solicitor and whilst no immediate action was required at present; he recommended the signing of the Terms of Business pending any further action.

ITEM 7 CONSIDER REQUEST BY SAMARITANS FOR A DONATION UNDER SECT 137 POWERS – COPY REQUEST TO CLLR BRYANT FOR REPORT No donation was agreed.

ITEM 8 AGREE TRANSFER OF CLERK'S GRATUITY* FROM CURRENT ACCOUNT TO SEPARATE ACCOUNT AND AGREE BACK DATED PAYMENT TO BRING UP TO DATE *PREVIOUSLY AS A SEPARATE ACCOUNT WITH THE PORTMAN BUILDING SOCIETY It was proposed by Cllr Russell and seconded by Cllr Stenning that this transfer take place.

AGREED/ACTION CLERK

ITEM 9 TO AGREE ATTENDANCE AND TRAINING AND SEMINARS (1) PARISH MAINTENANCE UNITS UPDATE JANUARY 18TH (2) CLERK'S SEMINAR 24TH JANUARY (£15.00) It was agreed the Clerk attend the Seminar.

AGREED/ACTION CLERK

ITEM 10 ANY LATE URGENT ITEMS Expenditure for this Committee was noted and agreed as follows:

a. Councillors Expenses	£50.00
b. Salary Clerk	£709.70
c. Inland Revenue	£353.20
d. Blanchards Solicitors	£42.30
e. SLCC Membership	£105.00
f. Viking Direct	£79.71
g. BT	£86.59

Signed (Chair).....2005