

**MINUTES OF THE C CROSSWAYS PARISH COUNCIL FINANCE & ADMINISTRATION COMMITTEE
HELD ON MONDAY 9TH JULY 2007 AT 7PM**

Present: Cllr Daniel Smy (Chairman Parish Council), Cllr Joyce Rhodes (Vice Chairman Parish Council)
Cllr Valerie Bache (Chairman Amenities), Cllr A Brewer, Cllr Terrie Connor, Cllr Geoffrey Northcote,
Cllr Caroline Round, Cllr (Mrs) Thelma Smith (Chairman Finance & Administration), Cllr Dave Smith (Chairman
Planning), Cllr Elaine Stenning and Cllr Abi Scard.

Also Present: District Councillor Peter Read and members of the public.

PRIOR TO THE PUBLIC PARTICIPATION THE CLERK READ OUT THE FOLLOWING STATEMENT:

“I have been requested by the Chairman to make the following statement. Following the extraordinary meeting held on Thursday 5th July 2007 and the subsequent outcome Cllr David Smith’s conduct is likely to become a matter for the Standards Board for England to determine; therefore the Parish Council are unable to comment any further on this matter.

During the period of any investigation it is right and proper that the Parish Council refrain from making any further comment. The Council as a whole must now move on with its day to day work and wait for the decision following the Standards Board deliberations and investigations.

I would respectfully ask members of the public to respect the situation I am outlining, and refrain if at all possible from raising issues relating to Cllr David Smith’s alleged conduct.

The findings of the Standards Board will be reported in full when received”.

GENERAL AGENDA

PUBLIC PARTICIPATION There was no public participation under the Finance & Administration Agenda.

ITEM 1 APOLOGIES FOR ABSENCE There were no apologies for absence.

ITEM 2 DECLARATIONS OF INTEREST No declarations of interest under the Finance & Administration Agenda.

ITEM 3 DATE OF NEXT MEETING – to be confirmed at the full council meeting on 26th July

FINANCE AND ADMINISTRATION COMMITTEE

Chair: Cllr (Mrs) T Smith

ITEM 1 MINUTES OF THE PREVIOUS MEETING The minutes of the previous meeting were accepted as a true record and duly signed.

ITEM 2 MATTERS ARISING FROM THE MINUTES There were no matters arising.

ITEM 3 CHAIRMAN’S REPORT The Chairman had nothing to report not already covered by the agenda.

ITEM 4 TO CONSIDER MOTION RECEIVED AND SIGNED BY FOUR COUNCILLORS AND APPLICABLE UNDER SECTION 39 (a) OF THE PARISH COUNCIL STANDING ORDERS TO RECONSIDER THE MOTION TAKEN AT FULL COUNCIL ON THE 28TH JUNE IN THAT COMMITTEE MEETINGS ARE HELD ON THEIR STATED MEETING NIGHT (MONDAYS)

Cllr Smy informed members that at the last meeting he had not offered Wednesday and Thursday as an alternative date for committee meetings and he was happy to support this motion. Cllr Bache explained that the WI, of which she is the Secretary, must meet on the 1st Monday of the month, this ruling is set at national level and cannot be changed; this frequently clashes with the meetings of the Parish Council. Cllr Smy proposed Wednesdays as the new day for Committee meetings; this was seconded by Cllr Northcote and agreed.

AGREED/ACTION CLERK

ITEM 5 TO RECEIVE, APPROVE AND SIGN END OF YEAR 06/07, SECTIONS 1 & 2 OF THE EXTERNAL AUDITORS RETURN. TO RECEIVE, APPROVE AND SIGN THE STATUTORY STATEMENTS AND NOTE THE INTERNAL AUDITORS REASSURANCE STATEMENT

SECTION 4 – COPIES SUPPLIED Cllr (Mrs) Smith questioned the Clerk about a differential in the accounts showing a print out from WDDC showing a figure of £85,000*. The Clerk could not respond as this was the first sight of this print out and an opportunity to answer this question was not put prior to the meeting.

Cllr Brewer asked the Committee if they would be happy for him to take over the item as he was Chair of Finance & Administration during the period of report (06/07). This was agreed.

Cllr Brewer proposed the approval and signing of Section 1 & 2 of the auditors return.
Seconded by Cllr Round

APPROVED

Cllr Brewer proposed the approval and signing of the Statutory Statement.
Seconded by Cllr Stenning

APPROVED

Cllr Brewer proposed the approval and noting of the Internal Auditors Reassurance Statement, Section 4. Seconded by Cllr Stenning

APPROVED

** Post meeting note: Cllr (Mrs) Smith has been asked to supply a written copy of her questions for response and agreement by the Council.*

ITEM 6 TO RECEIVE AND CONSIDER MONTHLY BUDGET REPORTS FOR THE AMENITIES AND FINANCIAL & ADMINISTRATION BUDGETS AND APPROVE EXPENDITURE Councillors were supplied with a monthly copy of the budget statement. The following items were approved for expenditure:

a. Salary Clerk	£816.20
b. Inland Revenue PAYE x 2	£440.00
c. Century 21 – Photocopier Hire	£105.75
d. Southern Electric	£ 31.71

Proposed Cllr Stenning, Seconded Cllr Round

APPROVED

ITEM 7 ANY LATE URGENT ITEMS Councillors were advised that the Code of Conduct training booked for the 10th July at Bere Regis has been cancelled.

There being no other business the meeting closed.

Signed (Chairman) 2007