

**MINUTES OF THE CROSSWAYS PARISH COUNCIL FINANCE AND ADMINISTRATION COMMITTEE HELD ON MONDAY 7<sup>TH</sup> JUNE 2004 IN THE SPORTS PAVILION, DICK O' TH' BANKS ROAD, CROSSWAYS AT 7PM**

Present: Cllr Bryant, Cllr Stenning, Cllr Chubb, Cllr Manuel, Cllr Dullaway, Cllr Peacocke and Cllr Crowe

**PUBLIC PARTICIPATION** There were no members of the public present.

**GENERAL AGENDA**

**ITEM 1 APOLOGIES FOR ABSENCE** Apologies were received from Cllr Brewer and Cllr Connor.

**ITEM 2 DECLARATIONS OF INTEREST** In accordance with the Code of Conduct, Members are required to declare the existence and the nature of any personal or personal prejudicial interests in the following three agendas as defined in the Code and to indicate the action they will be taking when the item is considered.

Cllr Manuel declared prejudicial interest in Item 8 of the Amenities Agenda and declared that he would take no part in this item and would not vote.

**ITEM 3 CONFIRM DATE OF NEXT MEETING – 12<sup>th</sup> JULY 2004** Confirmed.

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**FINANCE AND ADMINISTRATION COMMITTEE**

Chair: Cllr S Bryant

**ITEM 1 ELECTION OF COMMITTEE CHAIRMAN** Cllr Stenning proposed that Cllr Bryant be re-elected to the post of Chairman, this proposal was seconded by Cllr Dullaway and unanimously agreed.

**ITEM 2 MINUTES OF THE PREVIOUS MEETING (10<sup>th</sup> MAY 2004)** The Minutes of the previous meeting ratified a full Council 27<sup>th</sup> May 2004 were accepted as a true record and duly signed.

**ITEM 3 MATTERS ARISING FROM THE MINUTES** Cllr Bryant reported that the documents received from Cllr Peacocke regarding the grant funding seminar were not applicable to the Parish Council but may be applicable to some groups within the Village. These will be passed on. Cllr Bryant also reported that it is proposed that the Internal Auditor be paid £120 per annum in two instalments of £60. Cllr Bryant asked for approval which was seconded by Cllr Stenning and agreed.

ACTION: CLERK

**ITEM 4 CHAIRMAN'S REPORT** The Chair had nothing further to report.

**ITEM 5 CORRESPONDENCE** None to report.

**ITEM 6 TO ADOPT LOCAL GOVERNMENT INVESTMENT GUIDANCE (COPY TO CLLR BRYANT FOR REPORT)** This matter was deferred to the next meeting to allow for further investigation.

DEFERRED/ACTION CLERK

**ITEM 7 TO ADOPT AND NOTE UPDATED EMPLOYMENT EQUALITY REGULATIONS (COPY ATTACHED)** It was proposed by Cllr Manuel, seconded by Cllr Peacocke that the Parish Council adopt these regulations.

ACTION: CLERK

**ITEM 8 TO CONSIDER DONATION TO WINGS FELLOWSHIP TRUST** It was agreed not to donate to this trust.

**ITEM 9 TO NOTE RESPONSE TO REPRESENTATION TO JIM KNIGHT MP IN THE MATTER OF COUNCILLORS EXPENSES (COPY ATTACHED)** Noted.

**ITEM 10 TO RECEIVE AND REVIEW MONTHLY BUDGET REPORTS AND APPROVE ANY EXPENDITURE**

Payments were approved for the Clerks salary, Clerks expenses and Inland Revenue. Proposed Cllr Peacocke, seconded Cllr Chubb.

AGREED

**ITEM 11 ANY LATE URGENT ITEMS** Cllr Bryant reported that following a meeting with local football teams it was agreed that the grass left on the sports field needed racking to preserve the grass beneath. Cllr Russell used designated powers to authorise a payment of £50 to undertake this as a matter of urgency.

AGREED

There being no other business the meeting closed.

Signed ..... (Chairman) ..... 2004