

THE MINUTES OF THE CROSSWAYS PARISH COUNCIL FINANCE AND ADMINISTRATION COMMITTEE HELD IN THE SPORTS PAVILION, DICK O' TH' BANKS ROAD AT 7PM ON MONDAY 6TH FEBRUARY 2006

PUBLIC PARTICIPATION None required under the Finance & Administration agenda.

GENERAL AGENDA

Chair: Cllr Russell

ITEM 1 APOLOGIES FOR ABSENCE Apologies were received from Cllr Stenning and Cllr Dullaway.

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

ITEM 3 DECLARATIONS OF PREDETERMINATION There were no Declarations of Predetermination.

ITEM 4 CONFIRM DATE OF NEXT MEETING – Monday 6th March 2006 Confirmed

FINANCE AND ADMINISTRATION COMMITTEE

Chair: Cllr A Brewer

ITEM 1 MINUTES OF THE PREVIOUS MEETING (9th January 2006) 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 under the agenda.

ITEM 4 CONSIDER USING DIRECT DEBITS TO PAY REGULAR PAYMENTS TO AVOID LATE PAYMENT COSTS Proposed Cllr Brewer seconded Cllr Chubb

AGREED/ACTION: CLERK

ITEM 5 TO RECEIVE AND REVIEW MONTHLY BUDGET REPORTS AND APPROVE ANY EXPENDITURE Members were given a copy of the F & A Committee budget report. Expenditure for approval under the F & A budget as agreed as follows: Salary Clerk £714.68, Inland Revenue (PAYE) £174.30 and Viking Direct £36.75

AGREED

ITEM 6 ANY LATE URGENT ITEMS None requested.

There being no other business the meeting ended at 7.56

Signed (Chair) 2006

**THESE
MINUTES
ARE
UNOFFICIAL
UNTIL
SIGNED**