

**Minutes of Martham Parish Council Finance Committee Meeting
held in the Martham Methodist School Room on 4th February 2009
at 19:30 hrs.**

Those Present:

Councillors: B Carberry; T Gates; M Huke; K Jordan; P Manifold.

Presiding: M Huke

1. Apologies

None.

2. Minutes of Last Meeting

The minutes of the meeting held on 8th October 2008 were AGREED as a true record. *Proposed* by Cllr. B Carberry, *seconded* by Cllr. T Gates. *Unanimous.*

3. Matters Arising

None

4. Grant Application – Martham Fun Carnival

Martham Fun Carnival had provided their accounts for 2008 as requested and had asked for an unspecified grant to help towards the running costs of the 2009 carnival. It was AGREED that the Clerk be asked to write to the Chairman of Martham Fun Carnival asking him to meet with the committee to explain some aspects of the accounts that were not clear. Any grant would be subject to this meeting. *Proposed* by Cllr. K Jordan, *seconded* by Cllr. T Gates. *Unanimous.*

5. Review of Finance Regulations

As a matter of good governance the Financial Regulations were reviewed and approved without amendment. *Proposed* by Cllr. K Jordan, *seconded* by Cllr. T Gates. *Unanimous.*

6. Review of Assets

As a matter of good governance the Assets Register was reviewed and it was noted that the new bench outside the Library in Black Street had been added to the schedule. The Clerk was asked to double check the value attributed to the new notice boards and to split the Assets Register from the maintenance schedule. The seats at the Church and Doctors were deleted from both lists. Subject to these amendments the lists were approved for insurance and planned maintenance purposes. *Proposed* by Cllr. K Jordan, *seconded* by Cllr. B Carberry. *Unanimous.*

7. Review of Risks

As a matter of good governance the schedule of risks the Council faces was reviewed and accepted without further action or amendment. *Proposed* by Cllr. K Jordan, *seconded* by Cllr. P Manifold. *Unanimous.*

8. Financial Update of 2008-09.

All the account cost centres for 2008-09 were reviewed in detail. It was AGREED to transfer £1,000 budget provision from line 10, General Maintenance and £500 from line 21, Ponds, to line 18, Village Green.

9. Banking

Minute reference paragraph 4; 2 July 2008 approved the transfer of the existing deposit account funds with the Alliance Leicester Commercial Bank to the Community Deposit Instant Reserve Account with the same bank. Since then it has been found that one of the existing Council's signatories could not provide the proofs needed by the bank to open the new account, and that because of the unprecedented downturn in interest rates it was no longer beneficial to the Council to convert to the new account. It was AGREED to recommend to Council that the existing banking arrangements be retained unchanged. *Proposed* by Cllr. P Manifold, *seconded* by Cllr. T Gates. *Unanimous.*

The next meeting was confirmed as being at 19.30 hrs. on 8th April 2009.

There being no further business, the meeting closed at 20.10 hours.

Signed.....(Chairman) Dated.....