



MANNINGTREE TOWN COUNCIL

APPROVED

**Minutes of the Finance Committee Meeting
held in the Community Room on
Thursday, 19th May, 2016 at 7:00 p.m.**

Present: Cllr. M. Morsley (Chair) Cllr. R. Stocks
Cllr. M. Taylor Cllr. P. Hughes-Stanton
Cllr. L. Lay-Flurrie Cllr. J. Charlesworth
Cllr. H. Jones

In attendance: Mrs. L. Djuve-Wood (Clerk)

1). Apologies for Absence

There were no apologies for absence.

2). Declarations of Interest

There were no declarations of interest.

3). Open Session. To give members of the public the opportunity to express views or ask questions

There were no members of the public present.

4). To review the Town Council's accounts for 2015/16

The Council's 2015/16 accounts were presented to the Council. There were no observations or comments and the accounts were approved by the Council, proposed by Cllr. Stocks and seconded by Cllr. Taylor.

5). To review the Town Council's fixed asset register

The clerk explained that whilst completing the 2016/17 Annual Audit it had been brought to her attention that the fixed asset register presented to the external auditor should be the original fixed asset register listing all assets at their original cost or estimate thereof with no revaluation or depreciation throughout the year. In addition, community assets such as war memorials need to be listed at £1 value. The clerk presented the new fixed asset register to the Council which was approved, proposed by Cllr. Lay-Flurrie and seconded by Cllr. Stocks.

6). To review Year to Date actual expenditure versus budgeted expenditure

The clerk presented the year to date expenditure versus budgeted expenditure which was accepted by the Council, proposed by Cllr. Hughes-Stanton and seconded by Cllr. Lay-Flurrie.

7). To review the Town Council's financial regulations

The Council reviewed the financial regulations. No amendments are necessary.

8). To review the Town Council's financial risk assessment

The Council reviewed the financial regulations. No amendments are necessary apart from noting that the clerk is to report to the Finance Committee on a quarterly basis rather than bi-annually. Cllr. Morsley suggested keeping back-ups of the Council's computer system using cloud storage.

9). To review the level of allowances to councillors following the Parish Independent Remuneration Panel Review for 2016/17

The councillors all agreed that claiming car mileage when attending council events is acceptable and is at the discretion of each councillor.

There being no further business Cllr. Morsley closed the meeting at 7:27 p.m

Signed.....*L. Lay-Flurrie*.....

Dated.....*9-11-16*.....