

WILLITON PARISH COUNCIL

Minutes of the Finance and Administration Committee Meeting held on
Monday 15th May 2023 at 7.00pm, in the Parish Office, 2 Killick Way, Williton.

Attendees:

Councillors Payne (Chairman), Aldridge, Angell, Howes, Hooper and Whetlor
Public None
Other Mrs M Francis

Apologies:

Councillors None

23/01A The Chairman advised the meeting would be recorded

23/02A Election of Chairman and Vice Chairman

Cllr Payne was duly elected Chairman – proposed Cllr Hooper, seconded Cllr Aldridge
Cllr Hooper was duly elected Vice Chairman – proposed Cllr Aldridge, seconded Cllr Whetlor

23/03A Apologies as noted above

23/04A Declarations of Interest

Name	Agenda Item	Interest	Action
Cllr Payne	23/10A	Personal	Informed meeting and did not vote on personal reimbursement
Cllr Howes	23/10A	Personal	Informed meeting and did not vote on personal reimbursement
Cllr Whetlor	23/14A	Personal	Abstained from vote due to SALC interest

23/05A Approval of Minutes of the Finance & Administration Committee Meeting held on 17th April 2023

It was **resolved** to approve the minutes. Proposed Cllr Hooper, seconded Cllr Aldridge, with two abstentions due to absence

23/06A Matters from the Minutes – for the purpose of report only

23/06.1A (Item 22/119.2A) It was noted the precept had been received, therefore, the transfer of funds from Nationwide Building Society into Lloyds Bank, did not proceed.

23/07A Parish Office

23/07.1A (Item 22/123A) Projector and Screen. Cllr Angell advised of three different options and prices. After a proposal from Cllr Hooper, seconded by Cllr Howes, it was unanimously resolved to purchase the XuanPad Mini Projector from Amazon for £67.99.

23/08A Budget

23/08.1A It was **resolved** to note the detailed Receipt and Expenditure Analysis sheet as at 30th April 2023.

23/08.2A Due to late arrival of bank statement, the provisions would be reported to Full Council.

The Chairman updated members regarding the electricity supply at the Public Conveniences

23/09A Bank Reconciliation

It was unanimously **resolved** Cllr Payne would carry out the bank reconciliation for the month of April 2023. Proposed Cllr Whetlor, seconded Cllr Howes

23/10A Accounts for payment

It was **resolved** to agree the payments on the attached list.
Proposed Cllr Angell; seconded Cllr Whetlor

23/11A Correspondence

Fire Certificate of Inspection had been received

23/12A End of Year Audit 2022-2023

The Clerk confirmed this had been completed and awaited the internal auditor

23/13A Scheme of Delegation

It was resolved to defer this item

23/14A Civility and Respect

Resolved to recommend adoption to Full Council, proposed Cllr Hooper, seconded Cllr Howes, with one abstention due to SALC interest

23/15A Bellamy's Corner

No update - A reply was still awaited

23/16A Matters for the next meeting to be held on Monday 19th June 2023

Meeting closed at 7.30 pm.

Signed as a true and correct record Cllr Payne Dated ... 19th June 2023.....