

BLEADON PARISH COUNCIL

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Clerk to the Parish
Bruce Poole
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Office Hours 10.00 am – 1.00 pm Monday to Friday



A meeting of the **Finance Committee** of **Bleadon Parish Council** was held in the **Coronation Hall Coronation Road Bleadon** on **Tuesday 23rd August 2011** which commenced at **2.30 pm** when the following business was transacted.

PRESENT Councillors P J Skelley (Chairman) Mr C Morris (Vice Chairman) Messrs B Gamble and K Pyke (by invitation) and the clerk Mr B Poole.

In addition there was one member of the public present (*F26.1 to F26.4 inclusive*)

“Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race gender sexual orientation marital status and any disability) Crime & Disorder Health & Safety and Human Rights”

F26.1 To receive any apologies for non attendance

Mr D Plaister (Committee Chairman) due to illness

F26.2 To receive any declarations of interest

Ref	Councillor	Type	Relationship
	P Skelley	Personal	Member of Contactus
	K Pyke	Personal	Council Representative Youth Club & Brownies
	C Morris	Personal	Coronation Hall Treasurer

F26.3 To receive the approved Minutes of the Finance Committee Meeting 14/03/11

Resolved that the Minutes of the Finance Committee held on Monday 14th March 2011 that had been previously circulated and approved be received

F26.4 To receive and consider the Internal Auditor's 2011 Report (copy attached to the Minute Book)

The Meeting received the Internal Auditor's 2011 Report and in particular considered in detail the comments in column three in respect to the numbered comments as set out hereunder

No 1	Undertaken
No 6	Undertaken
No 7	Constitution concluded to date
No 8	Currently being undertaken – today's meeting
No 10	The Council is in the process of reviewing an Ethical Bank
No 11	Noted
No 15	As previously decided the Council would not be using the PAYE System
No 21	Comments noted
No 22	Advice noted

Resolved pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 that because of the confidential nature of the business to be transacted the public and the press leave the meeting during consideration of the following subject matters

The member of the public present then departed from the meeting

F26.5 To receive and consider a draft Exit Strategy for the Parish Clerk

The meeting received a number of working papers prepared by Councillor B Gamble on a possible Exit Strategy for when and how the Parish Clerk Mr B Poole might retire from the post

Received and agreed that all members of the Council would be asked to make any comments or amendments to the drafted documents in order that a final document can be formally approved at the October 2011 Parish Council Meeting

F26.6 To give consideration to the 2012-13 Parish Council Budget

The Clerk provided the meeting with various working papers upon which subsequent discussion was had and that the following was :

Agreed that all members would be asked to provide if necessary a possible wish list of potential spending areas so that a first Budget Draft could be considered at the December 2011 Parish Council Meeting

F26.7 Other matters referred to the Clerk

A number of ancillary subject matters were briefly discussed and as a result in due course would be formally discussed by the full council.

The meeting was concluded at 5.25 pm.