



HENSTRIDGE PARISH COUNCIL

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Draft Minutes of the Finance Committee meeting of Henstridge Parish Council held on Friday, 26th August 2022 at 11.00am at Henstridge Village Hall

Present: Cllrs- Ashley Shirlin (Chair), Barry Howlett, John Graham, Ken Courtenay (Ex officio)

Public Question Time:

There was one member of the public in attendance. No questions were asked.

The Meeting commenced at 11.00am.

1. Apologies for absence: Received from Christine Steel

RESOLVED: It was proposed and agreed to approve the apologies for absence as presented.

2. Declarations of Interest: None

3. Election of Vice Chairman:

RESOLVED: It was proposed and unanimously agreed that Barry Howlett be elected as Vice Chairman.

4. Budget and Precept Setting;

RESOLVED: It was proposed and unanimously agreed that each of the Henstridge groups would be canvassed for their spending suggestions for the 2023/24 Financial Year.

A wider consultation would take place in future years.

5. Purchasing Procedures: Cllr Shirlin reminded the meeting that it is the Council's best practice that no counsellor should buy items on behalf of the Council and that 2 or 3 quotes should be obtained before any purchase. It was unanimously agreed that purchasing and obtaining quotes are the responsibility of the RFO.

RESOLVED: It was proposed and unanimously agreed that these procedures be referred to the Full Council for ratification.

6. Financial Reporting:

RESOLVED: It was proposed and unanimously agreed that Cllrs Howlett and Shirlin would assess the reporting options available from the Council's accounting software.

7. Temporary RFO:

RESOLVED: It was proposed and unanimously agreed that the Finance Committee recommend to the Full Council that Barry Howlett be nominated as the Temporary RFO.

8. Date of Next Meeting: 11.00am on 29th September 2022

The meeting closed at noon.

**Ashley Shirlin
Chair**