## **Longdon Parish Council**

## Minutes of the Meeting of the <u>Finance and General Purposes Committee</u> held at 11.00am on Friday 10<sup>th</sup> March 2017 at WI Hall, Longdon.

Parish Councillors; Cllrs G Duckett (Chair), J Watkins and C Webb

Apologies; B Butler
Clerk; H Goodreid
In Attendance; None

Min No.	Item	Action
<b>41</b> 41.1	Apologies for Absence Cllr Butler sent his apologies for the meeting and these were accepted.	
<b>42</b> 42.1	<b>Declarations of Interest</b> None	
42.1	Notice	
<b>43</b> 43.1	Public Participation No members of public were in attendance.	
<b>44</b> 44.1	Minutes The Minutes of the meeting of 10 March 2017 were agreed. Proposed: Clir Duckett; Seconded: Clir Webb	
<b>45</b> 45.1	Matters Arising All matters had been dealt with or were on the agenda except for:	
	36.3 - Cllr Taylor to care for Mrs Pipers tree on behalf of the parish council. Should he no longer wish to maintain the tree, the parish council would take over the responsibility.	
	36.4 - Bridge over Ford Lane – on next parish council agenda	Clerk to report back
<b>46</b> 46.1	Reviews of the Following Documents	
	Standing Orders These were ratified at the meeting Cllr Duckett; Cllr Webb	
	Financial Procedures It was noted that the signatories need to change – remove Cllrs Morgan and Stanfield and add Cllrs Watkins and Meere. Proposed: Cllr Duckett; Cllr Watkins	Clerk to action
	Grant Application Procedures It was recommended to put to full council that the wording of the Grant Terms and Conditions now read:	
	Applications can be made throughout the year but will be processed as quickly as possible subject to the schedule of the parish council meetings. Applications must be received by the parish clerk no later than two weeks prior to the meeting. Proposed: Cllr Duckett; Seconded: Cllr Watkins	For Junes Full Council
<b>47</b> 47.1	Risk Assessment Items were updated on the document.	
<b>48</b> 48.1	Budget / Actual Expenditure Monthly budget forecast was received and noted	
	Second bank account was still being looked into by the Parish Clerk	Clerk to action

Signed	Page 1 of 2
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49	Councillors Reports	
49.1	None	

## There being no further business the Chair declared the meeting closed at 7.26pm

The next meeting would be held on Monday 4<sup>th</sup> September

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