

All minutes are draft and subject to approval at the next meeting

**FERRING PARISH COUNCIL  
FINANCE & GENERAL PURPOSES COMMITTEE  
(Advisory Powers Only)**

**Minutes of the Finance & General Purposes Committee meeting held at 7.30pm  
on Monday 13<sup>th</sup> May 2024 in the Parish Office**

Present	Councillors	Terry Jackson (Vice Chairman)
		Graham Bootle
		Clare Royal
		Andy Walker
		Ruth Arnold

1	<b>Apologies for absence</b> In the known absence of Councillor Lesley Young, (Chairman) Councillor Terry Jackson, (Vice Chairman) chaired the meeting. Apologies were received from Councillors Lesley Young & Roger Elkins. The apologies were accepted.	
2	<b>Declarations of interest</b> There were no declarations of interest.	
3	<b>Public Question Time</b> There were no public questions.	
4	<b>To confirm the Minutes of the Finance &amp; General Purposes Committee held 8<sup>th</sup> April 2024.</b> The Minutes of the Finance & General Purposes Committee Meeting held 8 <sup>th</sup> April 2024 were approved by the Committee as a correct record and signed by the Chairman.	
5	<b>Actions update from the last meeting</b> <b>Internal Auditor</b> - The Internal Auditor, Smithe & Co was appointed. <b>Office Photocopier</b> - As reported at the last meeting, minute item 11,d The Clerk had obtained a quotation for a new copier. Quotation total £3294.98. The Committee were supportive of the purchase. It was also noted that the monthly maintenance charge for a new copier will be less than the current charge. Once again, the purchase is recommended for Full Council approval. <b>Fence Panel at Allotments</b> – Replacement of a fence panel at the allotments was approved at the previous meeting under dispensation for expenditure as reported under minute item 7. <b>Business Cards</b> – The Clerk will distribute the business cards to Councillors.	

6	<p><b>Accounts and Finance</b></p> <p>The income and expenditure schedule for March 2024 was reviewed and will be recommended for Full Council approval.</p> <p>The above is recommended for Full Council approval.</p>	
7	<p><b>Committee to note payments made under dispensation for expenditure for Committee minuted instruction.</b></p> <p>Finance &amp; General Purposes Committee 8<sup>th</sup> April 2024</p> <p>a. <b>Pantiles noticeboard</b> – £140. minute item 10, a</p> <p>b. <b>Wooden Bus shelters staining</b> – £525. minute item 10, b</p> <p>c. <b>Fence panel at allotments</b> – £100. minute item 10, c</p> <p>d. <b>FPC Business Cards</b> – £52. minute item 11, c</p>	
8	<p><b>Parish Clerk Report including Financial Matters</b></p> <p>There was nothing to report.</p>	
9	<p><b>End of year Accounts</b> – The Parish Clerk to report on the end of year accounts (<i>attached for Committee Members</i>)</p> <p>The Parish Clerk presented the end of year accounts as an eight page document consisting of Income &amp; Expenditure, breakdown of the precise expenditure in 2023 – 2024, Bank Account activity, Comparison of total balances carried forward for the past sixteen years, Internal Audit and the Annual Return.</p> <p>The Finance &amp; General Purposes Committee thanked the Clerk for producing a comprehensive end of year accounts report.</p> <p>The above is recommended for Full Council approval.</p>	CLERK
10	<p><b>Environment Liaison Committee</b></p> <p>a. <b>Warren Pond</b> – Recommendation by the Committee for RJ Meaker to supply and fit the new fencing at Warren Pond.</p> <p>The above is recommended for Full Council approval</p>	
11	<p><b>Grant application</b></p> <p>a. Glebelands Community Centre grant application – The Committee noted that the application has not yet been received.</p> <p>b. 4 sight grant application – The Committee recommended approval for £390 grant.</p> <p>The above is recommended for Full Council approval.</p>	CLERK

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13	<b>All about Ferring Magazine</b> There was nothing to mention.	
14	<b>Urgent matters arising since the preparation of this Agenda &amp; Items to be referred to next Agenda.</b> Councillor Ruth Arnold gave her apologies for the meeting on 1 <sup>st</sup> July.  The Parsh Flyer will be an item for discussion at the next Committee meeting.	
	The meeting closed at 8.03pm.	
	Date of next meeting Monday 1 <sup>st</sup> July 2024	
	<b>Minutes approved</b>  <b>Chairman .....</b> <b>Date .....</b>	