

GALLEYWOOD PARISH COUNCIL

REPORT OF THE FINANCE COMMITTEE

**The Finance Committee met at the Keene Hall, Galleywood on
Thursday 2 November 2006 at 7.00 pm**

PRESENT Cllr C Dicks (Chairman) with Mrs J Potter, D Stevenson and J Turkentine

MEMBERS OF THE PUBLIC None

1. APOLOGIES FOR ABSENCE

Cllrs B Cooper and R Harman

2. MINUTES OF THE MEETING HELD ON 21 SEPTEMBER 2006 and ANY MATTERS ARISING

The Minutes had been approved at the Galleywood Parish Council meeting held on 2 October 2006. The following Matters Arising were raised :

- **New Photocopier** Placed on insurance policy.
- **Litter Bins** Claim against the loss of litter bin had been received. Litter bins had now been removed from the insurance policy.
- **Office furniture and equipment** The "new for old" survey remains outstanding. *Action : Clerk.*

3. GRANT APPLICATIONS 2007/08

Cllrs reviewed applications and the following comments were made :

CLUB	GRANT REQUESTED	GRANT AGREED
Galleywood Ladies Club	£200.00	£200.00
Galleywood Horticultural Society	£300.00	£200.00
Galleywood WI	£200.00	£200.00
Friendship Plus	£250.00	£250.00
Galleywood Historical Society	£500.00	Zero The Group plan to purchase a multi-media projector. Cllrs stated that following certain requirements, GHS could use the GPC projector free of charge, subject to availability. Therefore no grant would be made.

7.08 pm Cllr Stevenson arrived

CLUB	GRANT REQUESTED	GRANT AGREED
Galleywood Cottage Garden Society	£150.00	? If the Society need funds for removal of garden waste, Cllr Mrs Potter can organise extra brown bins. Cllr Mrs Potter will liaise with group and report back to December Council meeting.

7.11 pm Cllr Turkentine declared an interest

St Michael & All Angels Church	£500.00	£500.00
TOTAL		£1,500.00 (<i>may increase – finalise at December Council meeting</i>)

The Chairman called to change the order of the Agenda.

Confidential

In accordance with the Public Bodies (Admission to Meetings) Act 1960 and in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw for the topic of Staff Recruitment/Office Changes covered under Agenda Item 8.

4. BUSINESS CREDIT CARD

The Clerk had checked facilities offered by Barclaycard Visa. Unfortunately a named person would need to be registered on the card rather than it being only "Galleywood Parish Council". *Action : Clerk to seek advice from CBC.*

5. GAS/ELECTRICITY SUPPLY COSTINGS - COMPARISONS

Cllrs considered a comprehensive table created by Cllr Harman, Cllrs said that the efficiency of the system was down to the Keene Hall Trustees.

6. COMPUTER COSTINGS

It was agreed to place a budget figure for the purchase of two new computers in 2007/08, the specification does not need to include screens and software which are already available in the GPC office. Approval to purchase two new printers in the region of £75.00 each for the ground floor office was agreed. *Action : Clerk.*

7.40 pm Cllr Mrs Potter left the meeting

- **Back-up Drive** Remains the only item outstanding on the Clerk's computer. It was agreed that Cllr Turkentine and the Clerk investigate using existing software to simply back-up to disc. *Action : Clerk.*

Confidential

In accordance with the Public Bodies (Admission to Meetings) Act 1960 and in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw for the topics of Agenda item 7, Clerk's Salary, Agenda item 9, Estimates 2007/08, Agenda item 10, Staff Christmas Bonus 2007/08.

11. DATE OF NEXT MEETING

Thursday 22 February 2007 at 7.00 pm

There being no further business, the Chairman closed the meeting at 9.00 pm.

Minutes taken by Ms J L Head, Clerk to Galleywood Parish Council

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(signed, Chairman 22 February 2007)