SANDGATE PARISH COUNCIL
Minutes of a Finance Committee Meeting held on
Tuesday 4th March 2015 at 12 noon

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Present: Chairman   **Cllr Nina Bliss**
        Councillors   **Robert Bliss, Jan Holben and Tim Prater**

        Parish Clerk   **A Oates**

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The meeting commenced at 12.20pm   No members of the public attended

1. **Apologies for absence:** Cllr Richard Grundy

2. **Declarations of Interest** – there was none.

3. **Minutes** - The minutes of the meeting held on 6th January 2015 were submitted, approved as a correct record and signed by the Chairman.
   Proposed by: Cllr T Prater
   Seconded by: Cllr J Holben
   Agreed unanimously

4. **Land Assets Management Sub-committee (LAM)**
   The last meeting had been held earlier the same day, prior to the Finance meeting, therefore it was agreed that all noted actions and proposals made at the meeting be taken forward.
   Proposed by: Cllr T Prater
   Seconded by: Cllr R Bliss
   Agreed unanimously.

5. **Car park at the Recreation Ground**
   It was agreed that the proposals submitted by the LAM sub-committee be approved as per item 4 above.

6. **2014/15 Budget & Payments – presented by the parish clerk/RFO**
   6.1   The bank reconciliation, dated 04/03/15, was presented and approved *(appendix 1)*.
   6.2   The cheque schedule for cheques numbers 101122 to 101145 was presented and approved *(appendix 2)*.
   6.3   The petty cash schedule for December 2014 to February 2015 was presented and approved *(appendix 3)*.
   6.4   The summary of all expenditure up to 4th March was presented *(appendix 4)*.
   6.5   Details of all receipts would be updated and presented at the next finance meeting.
   6.6   Before the end of the month, claims would be completed for HSIF ('Windows', HG Wells and first stage of 'Finger Posts'); KCC 50 % costs for the period January to March and VAT for the period January to March
   6.7   KCC had submitted two invoices re the library: these would be queried with KCC.
   6.8   Internet banking was now set up. The only BACS payments would be the two monthly staff payments, as previously agreed.