

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE  
OF ARMTHORPE PARISH COUNCIL HELD IN ARMTHORPE  
COMMUNITY CENTRE, WELFARE PARK, CHURCH STREET,  
ARMTHORPE, ON TUESDAY, 30<sup>TH</sup> OCTOBER 2018

PRESENT:

Councillors Mrs. A. Berwick, A.J. Berwick, S.J. Cherry, C. Brodhurst-Brown, M.J. Doran and P.A. Hanson.

Councillors R. Fretwell, S.L. McGuinness and I.E. Walton were present for the items discussed in Minute 7.

APOLOGIES

Apologies for absence were received from Councillors N. Berry, C.J. McGuinness, F.J. Tyas and M. Walton.

1. APPOINTMENT OF CHAIRMAN

RESOLVED that Councillor S.J. Cherry be appointed Chairman of the Committee for the ensuing year.

2. APPOINTMENT OF VICE-CHAIRMAN

RESOLVED that Councillor A.J. Berwick be appointed Vice-Chairman of the Committee for the ensuing year.

3. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

No declarations were made at the meeting.

4. MINUTES

RESOLVED that the Minutes of the meeting of the Committee held on 28<sup>th</sup> November 2017 (copies of which had previously been circulated to each Member) be approved.

5. BUDGETARY PROVISION

RECOMMENDED that the contents of the report previously circulated be noted, which showed the following:-

- (a) the budgetary provision for the current financial year (2018/19);
- (b) on the basis of the best information available, the actual income and expenditure for the period 1<sup>st</sup> April to 30<sup>th</sup> September 2018; and
- (c) details of the bank reconciliation for the six months' period to 30<sup>th</sup> September 2018.

Initials

6. INTERNAL AUDIT

RECOMMENDED

- (1) it be noted that Members of the Committee had examined the Community Centre petty cash book, the Community Centre Bar petty cash book and the Sports & Recreation petty cash book, including the receipts for the payments made therefrom, since the last meeting of the Committee held on 28<sup>th</sup> November 2017; and
- (2) that the Clerk make enquiries into the apparent discrepancy with one of the entries in the Sports & Recreation petty cash book.

7. ANNUAL CHRISTMAS TEA/DINNER AND SEASIDE TRIP - REVIEW OF POLICIES

RECOMMENDED that the following policies be approved by the Council:-

- (1) that in respect of the annual Christmas Tea/Dinner a strict policy be enforced regarding:-
  - (a) eligibility for the event - only senior citizens (aged 60 years or older) who live in Armthorpe qualify and if they are not on the Register of Electors they must produce some form of identification to verify that they live in the village; and
  - (b) meals for the housebound - anyone collecting a ticket for themselves should be informed that if he/she is well enough to collect a ticket they are well enough to attend the event and no ticket for collection will be issued in these circumstances;
- (2) that after considerable discussion regarding a proposal to allow Members and their spouses/partners to have tickets to the Annual Christmas Tea/Dinner and Social and/or to participate in the free raffle draw, no action be taken on the same; and
- (3) that the Council re-affirms its policy (which the Community Centre and General Purposes Committee reviewed and ratified at its meeting held on 15<sup>th</sup> December 2009), which stipulates that Members and their spouses/partners are not entitled to tickets to this event and/or to participate in the free raffle draw, as Members attend in their own right and their spouses/partners attend as guests of the Council;

*Initials*

- (4) that in respect of the Annual Seaside Trip:-
- (a) prize winners be informed that they are entitled to be accompanied by their spouse, partner, relative, friend or carer provided they live in Armthorpe and are over the age of 18 years;
  - (b) when prize winners are notified of the arrangements for the trip, the letter should contain a tear off slip requesting it be returned, stating the name, address and age of the accompanying person;
- (5) that in respect of the Annual Seaside Trip Reserve List, anyone on a current list who had:-
- (a) not previously been on a trip would be given priority to others on the list who had been on a trip in previous years; and
  - (b) been on any previous trips would be prioritised according to the dates of their previous trips, for example, someone who had been on a trip in say 2014 would be given priority over someone who had been on a trip in 2016 and so on.

*Signature*