

FLEET TOWN COUNCIL

MINUTES OF THE POLICY AND FINANCE COMMITTEE

Wednesday 2 October 2013 at The Harlington immediately following Council

PRESENT

Councillors

Cllr Vincent (Chairman)

Cllr Axam

Cllr Einchcomb

Cllr Holt

Cllr Oliver

Cllr Schofield

Cllr Tilley

Cllr Woods

Also Present

James Corrigan-Town Clerk
Janet Stanton-Deputy Clerk
Sheila Rayner –Committee Clerk

ITEM 1 APOLOGIES FOR ABSENCE

Apologies for absence was received from Cllrs Appleton, Perthen, Robinson

ITEM 2 DECLARATIONS OF INTEREST

There were no Declarations of Interest

ITEM 3 QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions from the public

ITEM 4 MINUTES OF PREVIOUS MEETINGS

The Minutes of the Policy and Finance Committee held on 3 July 2013 were approved

It was **RESOLVED** to accept the recommendations of the Policy and Finance Committee held on 16 September 2013

ITEM 5 INCOME RECEIPTS AND EXPENDITURE PAYMENTS UP TO 26 SEPTEMBER 2013

The income receipts, expenditure payments, Balance Sheet and Summary of Income and Expenditure were presented to the members. Further information was given in response to detailed questions about the information presented.

There followed a general discussion about the type of information presented and the lack of a commentary on exceptional items and any sort of forecasting. The members made it clear that they required financial management information rather than fiscal information so that as the year wore on there would be no unexpected over/underspends.

Although it was accepted that the existing accounting system was not geared up to produce this, a simple analysis was required which gave a general picture of overall performance against budget .

The Town Clerk commented on limited staff resources and reminded members of the extent of their legal obligations with regard to financial monitoring and that most of the information they are requesting is produced at the quarterly Policy and Finance.

RESOLVED to approve the income receipts, expenditure payments and summary of income and expenditure up to 26 September 2013.

ITEM 6 FTC CHARGE CARDS

It was noted that FTC Charge Cards had been received and the protocol signed by officers. All statements will be presented to future meetings of the committee.

ITEM 7 DATE AND TIME OF NEXT MEETING

The next meeting of the Policy and Finance Committee will be held on Wednesday 6 November 2013, immediately following Council

There being no further business the meeting closed at 10.35pm

Signed:	Date	
Chairman		