



**MEMBERSHIP:**  
Cllr A. Doherty  
Cllr T. Hing  
Cllr R. Harrison  
Cllr J. Sanford  
Cllr C. Foxall  
Cllr S. Boulton (ex-officio)

**MINUTES OF THE FINANCE COMMITTEE MEETING  
HELD ON TUESDAY 5<sup>TH</sup> March 2019**

**Present:** Cllr Doherty Cllr Foxall Cllr Harrison  
Cllr Boulton Cllr Sanford

**In attendance:** Vanessa Lawrence, Roz Capps (Clerks), Cllr John Morgan

- F104 18/19 Apologies for absence**  
Apologies were received from Cllr Hing
- F105 18/19 Declarations of Interest in Items on the Agenda**  
None declared
- F106 18/19 To approve the Minutes of the Finance Committee meeting held on 5<sup>th</sup> February 2019**  
It was **RESOLVED** to approve the Minutes of the Finance Committee meeting held on the 5<sup>th</sup> February 2019 as a true and accurate record of the proceedings. Proposed Cllr Boulton, seconded Cllr Sanford – all in favour.
- F107 18/19 Clerk's and Chairman's Report**  
None
- F108 18/19 To agree to adjourn the meeting for Public Participation, if members of the public are present – there is a 5-minute time limit**  
N/A
- F109 18/19 To agree to reconvene the meeting following Public Participation (if applicable).**  
N/A
- F110 18/19 To consider and agree any applications for end of year grants**  
The Clerk reported that two applications had been received. Both applications were considered, and it was **RESOLVED** to grant the following:  
To: - Fairford Festival - £500  
To: - Charity Fayre - £250  
Proposed Cllr Doherty, seconded Cllr Sanford – all in favour.

**ACTION: Clerk to contact applicants to advise**

- F111 18/19 To consider and agree Financial Risk Assessment Policy document.**  
Following debate, it was agreed that this document should be referred to as Risk Register. It was **RESOLVED** to approve the document. Proposed Cllr Boulton, seconded Cllr Foxall – all in favour.

**F112 18/19 To review budgets and expenditure year to date.**  
The budget was reviewed, and it was agreed that the figures were satisfactory. The Clerks asked if any underspend from the Youth support budget could be rolled over to help with 2019's provision of summer activities for the community. Following discussion, it was agreed that a portion of any remaining funds could be rolled over, and a recommendation made to Full Council. The Clerk was asked to add this to the Agenda for the next Full Council meeting.

**ACTION: Clerk to add item to the Agenda for the Full Council meeting.**

**F113 18/19 To consider and agree renewal of subscription to GAPTC for 2019-20**

It was **RESOLVED** to renew subscription to GAPTC for 2019-20. Proposed Cllr Doherty, seconded Cllr Boulton – all in favour.

**ACTION: Clerk to contact GAPTC.**

**F114 18/19 To formally approve opening a savings account with Nationwide Building Society**

It was **RESOLVED** to open a savings account with Nationwide Building Society. Proposed Cllr Doherty, seconded Cllr Boulton – all in favour.

**F115 18/19 To agree to obtain a Council debit card.**

The Clerk asked for confirmation that she could apply for a Council Debit Card with a limit set if possible, to facilitate small purchases, which has proved difficult when purchasing on line and which has meant that she has had to use her own personal card. Cllr Foxall suggested looking at a corporate card. It was **RESOLVED** to allow the Clerk to obtain a suitable Debit Card. Proposed Cllr Doherty, seconded Cllr Sanford – all in favour.

**F116 18/19 Other matters the Chair considers urgent**

The Clerk asked the Committee to set aside a sum of money for refreshments for the visitors from Fairford – Manitoba (Canada) on the 6<sup>th</sup> May. Following brief discussion, it was agreed to recommend to Full Council that a minimum of £500 is set aside for this. This to be taken from the 'Events' budget line. The Clerk was asked to add this to the Agenda for the Full Council meeting.

**ACTION: Clerk to add this to the Agenda for Full Council meeting**

**F117 18/19 Date of next meeting - 2<sup>nd</sup> April 2019**

**There being no further business the meeting closed at 8.00pm.**

.....**Chairman**

.....**2019**