

WORKING GROUPS MONTHLY ACTIONS

June

WORKING GROUP:

FINANCE

TEAM:

E.Bell, A. Marr, P. Hopper

DELEGATED RESPONSIBILITIES: To meet, monitor and report on the following:

To consider the quarterly budget monitoring reports provided by the Clerk with any recommendations being put to the Council.

To consider the annual budget and the annual precept and take recommendations and comments to the full council.

All Council members will be provided with a list of payments for approval prior to each Council meeting. Any payment can be queried at the Council meetings. If necessary, a vote be taken to authorise payment with the Chairman of the Council Meeting having the casting vote when there are equal numbers of votes.

A member of the WG will sign off the bank statement from the previous month, at each Council meeting.

During each Council meeting, 2 bank signatories, will agree payments for the month.

To monitor staffing in line with the Terms of Reference

ISSUE RAISED	LEAD	ACTION TAKEN	PROGRESS	COMPLETE/RESULT
New Signatories for bank accounts	TM	Mandate to be redone following elections	Finance team elected.	AM added. Awaiting details from PH
New Reserve account set up	TM	Set up account with Unity Trust Bank	Account opened. Initial transfer of 60k to be made	Complete
Section 106 wish list	EB/ TM	Previous Infrastruction plan updated	Sent to TMBC 16/6	Complete

SUPPORT NEEDED:

RECOMMENDATIONS:

RESOLUTIONS TO FULL COUNCIL: To transfer additional amount to savings TBA