

**MINUTES OF THE FINANCE AND FUNDING COMMITTEE
MEETING OF SIBLE HEDINGHAM PARISH COUNCIL HELD
IN THE MEETING ROOM AT THE PARISH COUNCIL OFFICE,
75 SWAN STREET, SIBLE HEDINGHAM ON FRIDAY, 8th
January 2016 _at 5pm**

Present: Cllr's R. Volkwyn, J. Fennelly, L. Parkin, G. Jefferson, B. Newman, T. Pitts-Webster

Public comment

There was no public comment

23. Apologies for absence

None

24. Election of Chairman

Cllr R Volkwyn proposed Cllr L Parkin, Cllr J Fennelly seconded. All in favour

25. Election of Vice Chairman

Cllr J Fennelly proposed Cllr G Jefferson, Cllr R Volkwyn seconded. All in favour

26. Members Declarations

There were no declarations

27. To confirm minutes of previous meeting

The minutes of the previous Finance and Funding Committee meeting held on 9th January 2015 were noted as none of the present committee was at that meeting

28. Matters arising from those minutes

There were no matters arising.

29. To review the Petty Cash Account

The Petty Cash Account was noted.

30. To receive budget requirements from Committees

There were no budget requirements

31. To approve buying an office laptop

The committee agreed to the buying of a laptop to be ratified at Full Council on Monday 11th January 2016

32. To consider Budget and Precept for 2016/17

Cllr R Volkwyn proposed the precept be kept the same, Cllr T Pitts-Webster seconded. All in favour

33. AOB (agenda items for next meeting and exchange of information)

Cllr L Parkin proposed that Finance meetings be held quarterly and that she and the clerk would produce a spreadsheet showing monies spent against budget headings. Cllr R Volkwyn seconded. All in favour.

Cllr R Volkwyn proposed the offices be deep cleaned, Cllr T Pitts-Webster seconded. All in favour

There being no other business the meeting closed at 6pm

.....

(Date)

.....

(Chairman)