



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Finance & Policy Committee

Held on Monday 18th February 2019 at 7:15pm at the Memorial Hall Newmarket

Attendance:

Councillor J Lay (Chairman)
Councillor R Nobbs

Councillor P Winter
Councillor D Hudson (non-voting)
Councillor P Hulbert (non-voting)

Also Present: Cathy Whitaker – RFO and Julie Ashton – Minute Assistant.

<u>Minute</u>		<u>Action by</u>
F/19/02/1	<u>CHAIRMAN TO READ FIRE SAFETY NOTICE AND ANNOUNCE THAT PROCEEDINGS MAY BE FILMED OR RECORDED</u> The Chairman opened the meeting at 6:51 and advised that the Fire Safety Notice was not required. It was confirmed that proceedings may be filmed or recorded.	
F/19/02/2	<u>APOLOGIES</u> Apologies were received from Cllrs Drummond, Hood and Morrey.	
F/19/02/3	<u>DECLARATION OF MEMBER'S INTERESTS AND TO REMIND COUNCILLORS OF THE NEED TO KEEP UP TO DATE THEIR REGISTER OF MEMBER'S INTERESTS AND TO CONSIDER ANY REQUESTS RECEIVED FOR MEMBERS DISPENSATION</u> None noted.	
F/19/02/4	<u>TO CONFIRM THE MINUTES OF THE MEETING HELD ON 21ST JANUARY 2019 AND ANY MATTERS ARISING</u> Members received the minutes of the Finance & Policy Committee meeting held on 21st January 2019 and the following was agreed: <u>F/19/02/4.01 Resolved</u> That the minutes of the Finance & Policy Committee meeting held on 21st January 2019 be adopted and signed as a true record by the Chairman of the Finance & Planning Committee. There were no matters arising.	
F/19/02/5	<u>PUBLIC PARTICIPATION AN INVITATION TO MEMBERS OF THE PUBLIC TO PUT QUESTIONS/STATEMENTS OF NOT MORE THAN 3 MINUTES DURATION. NO RESOLUTIONS CAN BE MADE BUT COUNCILLORS ARE VERY HAPPY FOR MATTERS TO BE BROUGHT TO THEIR ATTENTION</u> None noted.	
F/19/02/6	<u>SUBMISSION OF SCHEDULES OF PAYMENTS FOR INFORMATION CB1, CB2 AND CB4 FOR (JANUARY 2019)</u>	

Members reviewed CB1, CB2 and CB4 and the following was agreed:

F/19/02/6.01 Recommendation

That the ratification of the schedules of payments for the period 01/01/2019 – 31/01/2019 (Cash Book 1, 2 and 4) be received and adopted.

F/19/02/7 TO CONFIRM THE BANK STATEMENT BALANCES & RELATED BANK RECONCILIATION HAVE BEEN SIGNED BY THE CHAIRMAN OF F&P COMMITTEE

The Chairman of the Finance & Policy Committee confirmed that the bank reconciliations relating to the end of 31/01/2019 (month 10) for the Town Council's Current, Petty Cash, Salaries and Barclaycard Cashbooks had been countersigned by the Chairman of the F&P Committee.

F/19/02/8 TO RECEIVE THE INCOME AND EXPENDITURE FOR JANUARY 2019
Members received and noted the income and expenditure for January 2019.

F/19/02/9 TO CONSIDER A GRANT REQUEST FROM CAB
The Chairman advised that the Treasurer of the CAB would be attending the next full Council meeting to give an explanation of the CAB accounts.

F/19/02/10 TO CONSIDER SETTING UP A CHARITABLE FUND
The setting up of a charitable fund was considered and the RFO would research the process and provide a report.

F/19/02/11 TO RECEIVE AN UPDATE ON HEALTH & SAFETY ISSUES
RFO advised that the safety inspection reports were available for scrutiny and the following was agreed:

F/19/02/11.01 Recommendation

That the safety inspection reports be scrutinised and signed off at each full Council meeting.

F/19/02/12 CORRESPONDENCE
None noted.

F/19/02/13 DATE OF NEXT MEETING
Monday 18th March 2019 at the Memorial Hall, High Street, Newmarket.

F/19/02/14 ITEMS FOR THE NEXT AGENDA

Meeting closed at 7:30pm

Signed _____ Date _____