

MINUTES of a MEETING
of the
**FINANCE AND ECONOMIC
DEVELOPMENT COMMITTEE**
held in the
Council Chamber, Buckley
on
Tuesday 26th June 2018

PRESENT

Councillor J F Thornton – in the Chair

Cllr V E Blondak	Cllr R B Jones	Cllr E L Preece
Cllr C A Ellis	Cllr M J Peers	Cllr P G Shone
Cllr D Ellis	Cllr S Peers	Cllr M P Teire
Cllr I D Howes	Cllr I Peters	Cllr A Woolley
Cllr E J Hutchinson	Cllr C M Preece	

IN ATTENDANCE

Mr M B Wright – Town Clerk & Financial Officer
Mrs T J Reece – Personal Assistant
Mr A J White – Town Centre Manager & Technical Officer

17171- APOLOGIES

Apologies for absence and reasons were received and approved from Councillors H D Hutchinson (work commitments), W A Lewis (work commitments), N Phillips (no reason given) and A G Williams (work commitments).

17172- DECLARATIONS OF INTEREST

No Declarations of Interest were made in relation to this Agenda. It was –

Resolved – that no Declarations of Interest were noted.

17173- MINUTES

Resolved - that the Minutes of the Meeting of the Finance and Economic Development Committee held on 22nd May 2018, as now submitted, be signed by the Committee Chair.

17174- ACCOUNTS FOR PAYMENT

Resolved - (i) that the accounts numbered 11401-11424 (inclusive as detailed in the revised Schedule of Accounts Number 489 dated 26th June 2018 [a copy of which had been distributed to all Members] and amounting in total to the sum of £25,465.85) be approved for payment and the Town Clerk be authorised to make the necessary

arrangements to ensure that the payments were properly actioned through the Council's Bank Current Account in accordance with the Council's Internal Financial Controls.

(ii) that the expenditure be authorised in accordance with powers contained within the relevant local government acts and as identified and described within Appendix 1 of the NALC advice 'Governance and Accountability in Local Councils in England and Wales, a Practitioners' Guide' as revised and amended.

17175- BANK RECONCILIATION

The Committee received the monthly Bank Reconciliation as at 31st May 2018. It was –

Resolved – that the Bank Reconciliation as at 31st May 2018 be received, noted and approved.

17176- MINUTES OF THE MEETING OF THE ESTABLISHMENT SUB-COMMITTEE HELD ON 12th JUNE 2018

The Committee received the Minutes of the meeting of the Establishment Sub-Committee held on 12th June 2018. The Committee was advised that the Establishment Sub-Committee had delegated powers to act. However, the Clerk brought to the attention of the Committee a deficiency in the calculation for the increased salary of the Clerk by £295.00. It was -

Resolved – that those Members who were present at the Sub-Committee meeting approved the Minutes as a correct record. The Committee received and noted the Minutes, acknowledged that as they related to Staffing matters they should be regarded as confidential and approved the adjustment to the Clerk's salary of £295.00.

17177- MINUTES OF A MEETING OF THE FINANCE SUB-COMMITTEE (BURSARY AWARD PANEL) HELD ON 12th JUNE 2018

The minutes of the Finance Sub-Committee (Bursary Award Panel) were approved as a correct record by those Members who had attended the above meeting and acknowledging that the Sub-Committee had delegated powers to act, it was -

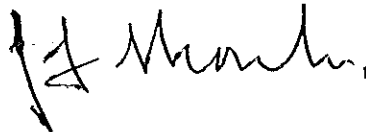
Resolved – that the minutes of the Finance Sub-Committee (Bursary Award Panel) be received and noted.

17178- RETENTION OF DOCUMENTS AND RECORDS POLICY

The Committee was reminded that at its meeting held on 28th February 2017 it had approved a Document Retention Policy to become effective from 1st March 2017. The Clerk provided the Committee with a revised Document Retention Policy, the only revision from the original was an inclusion under Financial Records of an additional item number 11 – Petty Cash and Postage Books. It was –

Resolved – that the revised Retention of Documents and Records Policy be approved and adopted as effective from 26th June 2018.

CHAIR

A handwritten signature in black ink, appearing to read "J. M. M.", written over the printed word "CHAIR".