

APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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A MEETING OF THE **FINANCE** COMMITTEE WAS HELD IN THE MOOT HALL ON MONDAY JUNE 1st 2009 AT 6.45pm

Committee Members Present : [in alphabetical order]	Chairman Councillors	LH Thwaytes
		Mrs D Anderton
		J Pape
		Mrs C Patterson (<i>Deputy for Cllr Mrs Langan</i>)
		S Rooke
Apologies from Committee Members :	Vice Chairman Councillors	GI Holloway Mrs E Langan HR Potts
Copies to all remaining Members of Council for information, <i>some of whom were in attendance at this Committee Meeting in an advisory capacity.</i>		

NOTE : Council has instructed its Clerk to record DECISIONS and RECOMMENDATIONS only in her Minutes, making them necessarily short. However, further detail on any item of particular interest may be obtained from the Clerk, who is able to reference her detailed notes, should residents wish for more information on non-confidential items. Some meeting reports are also available via the Parish Newsletter and the local Press.

F1/06/09 ELECTION OF FINANCE COMMITTEE CHAIRMAN

Cllr Thwaytes was elected Finance Committee Chair for 2009-10.

F2/06/09 ELECTION OF FINANCE COMMITTEE VICE CHAIRMAN

Cllr Holloway was elected Finance Committee Vice Chair for 2009-10. (*Cllr Holloway was not in attendance but has accepted the role of Vice Chair*)

F3/06/09 APOLOGIES FOR ABSENCE

Apologies were received by the Chairman on the Committee's behalf.

F4/06/09 MINUTES OF THE LAST MEETING

Members **AGREED** that the draft minutes of the last meeting of the Finance Committee, held on May 5th 2009, were a true and accurate record. The Chairman was authorised to sign them as such. Any recommendations contained in these draft minutes had been considered for adoption by Council on May 20.

F5/06/09 DECLARATIONS OF INTEREST

No declarations were made at this time.

F6/06/09 CHAIRMAN'S REPORT AND COUNCILLORS' QUESTIONS

No report this month.

F7/06/09 FINANCE WORKING PARTY REPORT

Cllr Thwaytes' report was received and noted. It was **AGREED** that the RFO would in future send out her **Invoice Summary Sheet** to all Members prior to meetings. It was **AGREED** that Cllr Rooke would join the **Finance Working Party**.

ACTION

LT

RFO

F8/06/09 ACTING FINANCIAL OFFICER'S REPORT

The Acting RFO's report was received and noted. On the Committee's behalf the Chairman thanked the Acting RFO, Mrs Helen Newbury, for all her work and real attention to detail since taking the role in September 2008.

F9/06/09 WRITE-OFF OF TWO BAD DEBTS

RECOMMEND that a total of **£90** for two bad debts (non-payment of Public Hall letting fees from 2007-08) be **written off**, as per the Acting RFO's Report for April.

RFO

F10/06/09 ANNUAL GRANT REVIEW - HEART OF EDEN PARISH NEWSLETTER

RECOMMEND that the Clerk request from Mr John Tillotson a breakdown of the PNL costs, in order for this review to be carried out at the June 29 Finance Committee meeting and a recommendation prepared for Council.

Clerk

F11/06/09 NEXT MEETING

Members noted that the next ordinary meeting of the Finance Committee would be held on **Monday June 29th 2009** at **6.45pm** in the Moot Hall.

ALL

There being no further business, the meeting closed at 7.15pm.