

SWANLEY TOWN COUNCIL

Minutes of a Meeting of the Finance & Audit Committee held at the Civic Centre, Swanley on Wednesday 18th March 2015

Present

Cllr V Southern (Chair)	Cllr R Morris
Cllr L Ball (Vice Chair)	Cllr T Searles
Cllr A George	Cllr A Venter

Also in attendance

Councillors

Officers

Cllr Brookbank	Julie Pilbeam (Chief Executive)
Cllr Lee	Sally Moor (Corporate Director/RFO)
Cllr Barnes	Lisa Saunders (Operations Director)
Cllr Halford	Geoff Mills (Democratic Services Officer)
	Others
	Barry Lyndsell (BRIT)

The meeting opened at 8.45 PM

1. Apologies for Absence

Cllr Fittock was not in attendance and did not submit a reason for absence.

2. Declarations of Pecuniary and Non-Pecuniary Interests

There were none.

3. Minutes

RESOLVED that the Minutes of the Meeting held on 18 February 2015 be agreed and signed by the Chairman as a true record

4. Report of the Responsible Finance Officer

(Item 4)

RESOLVED that the report of the Responsible Finance Officer be approved

It was agreed for the following actions to take place:

- (a) Barry Lyndsell, Sally Moor and Cllr Venter to meet to discuss future IT requirements of the Council and a full report to be returned to the Council
- (b) The Council considers increasing the repairs and maintenance budget for 2015/169

- (c) The Council instructs an independent survey report on the complete heating systems and future needs in all the venues and this be returned to the next Finance and Audit Committee.

11. Financial Matters

(Item 5- report by Responsible Finance Officer)

(a) Monthly Payments – For January and February 2015

RESOLVED that the monthly payments for January and February 2015 be approved.

(b) Bank – Cash and Investment Reconciliation as at January and February 2015

RESOLVED

- (i) That the reconciliation statement for January 2015 be approved and signed by Cllr Southern on behalf of the Council.
- (ii) That the reconciliation statement for February 2015 be approved and signed by Cllr Ball on behalf of the Council.

(c) Sales and Expenditure 2015

RESOLVED that the report be noted

12. Expenditure approved by the Chief Executive under delegated authority

(Item 6)

RESOLVED that the report be noted.

13. Ebay policy

RESOLVED to approve the Ebay policy with the amendments made as follows:

- (a) Remove 'Sell Items bought to resell'
- (b) Add 'Sell items which are redundant'

The meeting closed at 10.20 PM

Signed.....Chairman

Date: 17 June 2015