



Queen Camel Parish Council

Minutes of a meeting of the Finance & Risk Committee held in the Marples Room on Monday, 10th September 2018 at 7.00pm

Present: Councillors **Simon Stapely (SS) – Chairman**
Chris Bennett (CB)
John Brendon (JB)

In attendance: **Patrick Pender-Cudlip (PPC) – Clerk & RFO**
1 member of the public

- F0918.1 Welcome and Introduction** – SS welcomed members to the meeting.
- F0918.2 Public session** – no member of public wished to speak.
- F0918.3 Apologies** – Zelda Sowerby sent apologies for being unable to attend.
- F0918.4 Declarations of interest** – no members declared an interest in any Agenda item.
- F0918.5 It was RESOLVED 2-0-1 [For-against-abstained] to confirm as correct the minutes of the meeting held on 9th July 2018.**
- F0918.6 Deeds in the custody of the Council** – review deferred.
- F0918.7 Council insurances** – review deferred.
- F0918.8 It was RESOLVED 3-0-0 to authorize the following payments:**

£14.90	Parochial Church Council	Printing for Neighbourhood Plan consultations
£40.00	Memorial Hall Committee	Room hire
£223.03	SALC	SALC/NALC annual fee 2018-19
£45.00	SSDC	GDPR Training
£977.56	Dorset Planning Consultant	Neighbourhood Plan drafting and meetings
£360.78	Dorset Planning Consultant	Attending meeting with Councillors, minor redrafting
£32.26	P.Pender-Cudlip	Parish strimmer upgrade: new head and harness

F0918.9 Payments noted - The following previously authorized payments were noted:

£613.20	P.Pender-Cudlip	Salary (July, August)
£153.30	HMRC	PAYE (July, August)

F0918.10 Transfer between reserves - The Committee agreed that if the Council wished to put aside £1000 in support of a bid for the Old School site the funds should be transferred from general reserves to a ring-fenced reserve created for that purpose.

F0918.11 Quotations - the Committee considered that the following estimates were appropriate if the Council wished to proceed with the two projects:

- 1. Dorset Planning Consultant** - £2,588.45 for the next stage of the Neighbourhood Plan (and up to the same amount again for the final stages depending on the results of assessments by the relevant authorities). It is expected that these costs will be met out of *Frontrunner* funds held by South Somerset District Council.
- 2. Aurora Print & Design**, reprinting *Circular Walks* (in sets of 6): from £236 for 100 sets to £380 for 500 sets.

F0918.12 Online banking – report deferred.

F0918.13 Responsible Financial Officer's report - none

F0918.14 Matters arising post-Agenda – none.

F0918.15 Date of next meeting – to be announced.

Signed:

Simon Stapely
Chairman

[Date: tba]