



Queen Camel Parish Council

Minutes of a meeting of the Finance & Risk Committee held in the Marples Room on Monday, 9th July 2018 at 7.00pm

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

In attendance: **Patrick Pender-Cudlip (PPC) – Clerk & RFO**

- F0718.1 Welcome and Introduction** – SS welcomed members to the meeting.
- F0718.2 Public session** – no members of public were present.
- F0718.3 Apologies** – No apologies were received.
- F0718.4 Declarations of interest** – no members declared an interest in any Agenda item.
- F0718.5 It was RESOLVED 2-0-1 [For-against-abstained] to confirm as correct the minutes of the meeting held on 9th July 2018.**
- F0718.6 Deeds in the custody of the Council** – it was agreed that the RFO should check on the Deeds held by the Council's Solicitors, Dyne Drewett, and that that Deeds be included on the Council's Asset Register.
- F0718.7 It was RESOLVED 3-0-0 to authorize the following payments:**

£65.76	Officewise	Replacement cartridges
£31.14	P.Pender-Cudlip	Winzip application
£306.60	P.Pender-Cudlip	June Salary
£76.65	HMRC	June PAYE

- F0718.8 It was RESOLVED 3-0-0 to authorise payment of the Clerk's monthly wage and PAYE deduction up to 31st March 2019 as set out on a wages sheet to be initialed subsequently by a bank account signatory.**
- F0718.9 VAT** – The Clerk confirmed that a claim has been submitted to HMRC for the repayment of £1159.98 of Input Tax paid by the Council in 2017-18.
- F0718.10 Online banking** – An amended application has been submitted to Natwest.
- F0718.11 Responsible Financial Officer's report** - none
- F0718.12 Matters arising post-Agenda** – none

Signed:

Simon Stapely
Chairman

[Date: tba]