

**Minutes of the meeting of the  
FINANCE COMMITTEE  
held on Monday 8<sup>th</sup> February 2016 at 7.50pm  
in the Committee Room, Freight House, Bradley Way, Rochford.**

**Present:** Chairman Cllr Mrs L Shaw, Cllr K Binding, Cllr R Gardner, Cllr V Leach (ex-officio), Cllr R Patient, Cllr D Weir, Cllr Mrs M Weir and Cllr Mrs P Young.

**Also present:** Cllr M Strubel.

**55. Apologies for non-attendance at meeting:**

All members were present.

**56. Declarations of any:**

- a) **Disclosable Pecuniary Interest;**
- b) **Other Pecuniary Interest; or**
- c) **Non-Pecuniary Interest**

**on any matter on the agenda for 8<sup>th</sup> February 2016:**

None

**57. Public Forum:**

Three members of the public were present.

**58. To approve the Minutes of the meeting held on 7<sup>th</sup> December 2015 and to approve the destruction of the notes in respect of that meeting:**

The Minutes of the meeting were **approved** as a correct record and Members approved the destruction of the notes in respect of that meeting.

**59. Action Update List - February 2016:**

59.1 The Clerk informed Members she had been in contact with a Metro Bank Account Manager and was in receipt of an account opening pack which contained several forms Members would need to fill in. She asked the cheque signatory Members to bring their ID to the next Full Council meeting in March, where the Metro Bank Account Manager would be present and would deal with the account opening formalities.

Members noted the update.

**60. Financial Report – January 2016:**

There were no questions and Members **accepted** the Financial Report.

**61. Approval for addition of Cllr Mrs Shaw as a cheque signatory**

Members **agreed** to include Cllr Mrs Shaw as an additional cheque signatory.

**62. Email from KAOS Youth Club**

Members discussed the email and **agreed** it was prudent to be presented with an appropriate business plan and set of accounts before reaching any decision about financially supporting the club. The Clerk was asked to contact Darren Parsons to request this information and to invite him to a suitable Committee Meeting where he could present his proposal and give Members the chance to ask further questions.

**63. Subscriptions:**

**a) Essex Wildlife Trust £40**

Members **approved** the annual subscription.

**64. Summary of Decisions:**

- Members to review and complete the necessary sections of the Metro Bank account opening forms. Members who are cheque signatories also required to bring suitable ID to the next Full Council Meeting in March.
- Members agreed that Cllr Mrs Shaw should be an additional cheque signatory.
- The Clerk to contact Darren Parsons of KAOS Youth Club to ask for a business plan and set of accounts in respect of his email requesting funding. Also to give him the option to attend a suitable Committee Meeting for him to present his proposal.
- Essex Wildlife Trust annual subscription approved (£40).

The Chairman declared the meeting closed at 8:05pm.

Chairman

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