

**Minutes of the meeting of the
FINANCE COMMITTEE
held on Monday, 11th February 2013 at 9pm
in the Committee Room, Freight House, Bradley Way, Rochford, Essex.**

Committee Present: Cllr R Patient (Chair), Cllr V Leach, Cllr J Scrivener, Cllr D Weir, Cllr Mrs M Weir and Cllr Mrs P Young.

Also Present: Mr K Binding, Mrs L Shaw and Mr J A Tutton.

Cllr Patient was elected to Chair the meeting in the absence of the Chairman and Vice Chairman of Finance.

61. To receive apologies for non-attendance at meeting:

Cllr Mrs K Cooke (personal matter), Cllr Mrs L Haskew (another meeting) and Cllr R Mitchell (unwell). Members accepted the apologies tendered.

62. Declarations of Interest:

a. Disclosable Pecuniary Interest;

b. Other Pecuniary Interest; or

c. Non-Pecuniary Interest

on any matter on the agenda for 11th February 2013:

There were no declarations of interest.

63. To approve the Minutes of the meeting held on 14th January 2013 and to approve the destruction of the manuscript notes in respect of that meeting:

The Minutes of the Meeting held on 14th January 2013 were agreed as a true record and Members approved the destruction of the manuscript notes in respect of that meeting.

64. Action Update List (February 2013):

The Clerk reported the recommendations from the internal audit report were in hand and would go before Full Council in March. Members noted the report.

65. Financial Report – January 2013:

There were no questions and Members approved the Financial report.

66. Recommendations from Parks Committee re. Funding for ‘Friends’ Store for Magnolia Park (£150):

Members discussed in detail for and against pointing out that Council would not allow people into the main store, only a key to the gate would be necessary. It was felt the arrangement with the Church having access to their shed within the compound worked well and Council could allow a facility for the ‘Friends of Magnolia’ to securely keep tools etc. **Cllr Patient moved the recommendation from the Parks Committee to fund a store for the ‘Friends of Magnolia’ within the Compound, with the location to be agreed in conjunction with the Groundsman. This was seconded by Cllr Mrs Young and the motion was carried. It was agreed that this should go back to Parks Committee to research purchase of the store and correct installation.** The Clerk pointed out there was no budget for the ‘Friends of Magnolia’ regarding tools and she advised caution on spending.

67. Door Entry System for Office:

Options and quotes were discussed and the Clerk advised that in any event the office door required repair. The Clerk described the audio intercom, panel and buzzer and CCTV camera pointing along the walkway giving constant screen surveillance attached to the inside office wall. The Clerk informed the cost was likely to be around £1,100 with no provision budgeted. **It was resolved to approve the quote from Peak Security, including installation of a new office door, with funds to be taken from reserves to finance the project.**

68. Recommendation from Personnel Committee re. Proposal to pay Clerk for Accrued Hours:

Members discussed the amount of hours, the option of carrying over holiday and the impact more leave would have. Cllr Patient expressed concern over the workload in the office verging on extreme and that hours may continue to accrue. **Cllr Patient moved the proposal from Personnel to pay the Clerk for 15 accrued hours and Cllr Scrivener seconded the motion which was then carried.**

69. Summary of decisions:

- Approved recommendation from the Parks Committee to fund a store for the 'Friends of Magnolia' within the Compound, with the location to be agreed in conjunction with the Groundsman.
- Parks Committee to research purchase and correct installation of 'Friends of Magnolia' store.
- Approved quote from Peak Security for door entry system for office, including installation of a new office door with funds to be taken from reserves.
- Motion approved to pay the Clerk for 15 accrued hours.

The meeting was closed at 9.20pm.

Chairman

Footnote to Members: Please recycle this document from within the Full Council Papers for use at the next Standing Committee Meeting.