

**Minutes of the meeting of the  
FINANCE COMMITTEE  
held on  
Monday, 12<sup>th</sup> November 2012 in the Committee Room  
Freight House, Bradley Way, Rochford, Essex.**

**Committee Present:** Chairman Cllr Mrs K Cooke, Cllr Mrs L Haskew, Cllr R Mitchell, Cllr R Patient, Cllr J Scrivener, Cllr D Weir, Cllr Mrs M Weir and Cllr Mrs P Young.

**Also Present:** Cllr Mrs C Cunningham.

**39. To receive apologies for non-attendance at meeting:**

Cllr V Leach (other appointment). Members accepted the apologies tendered.

**40. Declarations of Interest:**

a. **Disclosable Pecuniary Interest;**

b. **Other Pecuniary Interest; or**

c. **Non-Pecuniary Interest**

**on any matter on the agenda for 12<sup>th</sup> November 2012:** None declared.

**41. Elect Vice-Chairman:**

The Chairman asked for nominations and Cllr Mrs Young proposed Cllr Mrs Haskew. No further nominations came forth and with Cllr Mrs Haskew content to stand, Cllr Scrivener seconded the motion. Members showed hands and **the motion to elect Cllr Mrs Haskew to Vice Chairman was carried.**

**42. To approve the Minutes of the meeting held on 8<sup>th</sup> October 2012 and to approve the destruction of the manuscript notes in respect of that meeting:**

The Minutes of the Meeting held on 8<sup>th</sup> October 2012 were agreed as a true record and Members approved the destruction of the manuscript notes in respect of that meeting.

**43. Action Update List (November 2012) – No Actions.**

**44. Financial Report – October 2012:**

The Clerk advised that the report was as seen at Full Council and with no questions Members accepted the financial report.

**45. Letter from Hawkwell Village Hall re. Gas usage in Parish Council Office:**

Members discussed and approved the proposal from Hawkwell Village Hall **to increase the annual charge to £500 per annum** in order to cover the cost of gas usage in the Parish Council Office. The Clerk to respond accordingly.

**46. Agree Finance Budget for 2013/14:**

The Clerk was commended for the amount of work she had put into preparing the budgets and the Finance Committee **approved the Finance budget bid for 2013/14.**

**47. Consider and Approve 2013/14 Budget Proposals from General Purposes and Parks Committee:**

The Finance Committee **approved the 2013/14 Budget Proposals from General Purposes and Parks Committees.**

**48. Consider Budget for 2013/14 for recommendation to Full Council at their meeting on 7<sup>th</sup> January 2013:**

**48.1** The Finance Committee **approved the Budget for 2013/14 for recommendation to Full Council on 7<sup>th</sup> January 2013.**

**48.2** Members discussed options for consideration in setting the precept. After debate, Cllr Mrs Cooke proposed from the Chair to **recommend to Full Council a 2.5% increase in the precept for 2013/14** and Cllr Mitchell seconded; Members showed hands and the motion was carried. The Clerk said she would re-run the figures accordingly and expected the Band D average to show an increase from £30.30 to just over £31.00 per household.

**49. Retrospective Approval of 2 Wreaths for Remembrance-tide (£78) and consideration of Poppy Appeal Donation:**

**49.1** Cllr Mitchell proposed and Cllr Mrs Weir seconded the motion to grant retrospective **approval of 2 Wreaths for the Remembrance-tide and this was carried.**

**49.2** Cllr Mrs Young **proposed a donation of £22.00** towards the Poppy Appeal; Cllr Patient seconded and the motion was carried.

**50. Subscription Renewal – International Tree Foundation (£25):**

Members discussed that Council had looked to scale down subscription renewals for the next financial year but with the current problems with Ash Tree Disease **it was agreed to renew the subscription to the International Tree Foundation for £25.**

**51. Summary of decisions:**

- Cllr Mrs Haskew elected to Vice Chairman.
- Agreed proposal from HVH to increase annual rent to £500 per annum.
- Approved Finance Budget for 2013/2014.
- Approved the Budget for 2013/14 for recommendation to Full Council.
- Proposal to increase the precept by 2.5% for 2013/14 agreed for recommendation to Full Council.
- Retrospective approval granted for 2 Wreaths for Remembrance-tide (£78).
- Poppy Appeal Donation (£22) agreed.
- Agreed subscription renewal – International Tree Foundation (£25).

The meeting closed at 9.45pm.

Chairman

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