

**Minutes of the meeting of the
FINANCE COMMITTEE
held on Monday 22nd May 2023 at 8:30pm
at the Rochford Day Centre, 33a Back Lane, Rochford**

Councillors present: R Gardner, Mrs L Massey, S May, R Patient & Mrs M Weir.

Also present: Cllr M Strubel & Cllr Mrs J Strubel.

F 23/1 To elect a Chairman for the civic year 2023-24:

Cllr R Patient nominated Cllr S May as Chairman which was seconded by Cllr Mrs L Massey. There were no further nominations and Cllr S May was elected Chairman for the civic year 2023-24.

F 23/2 To elect a Vice Chairman for the civic year 2023-24:

Cllr M May nominated Cllr R Gardner which was seconded by Cllr Mrs L Massey. There were no further nominations and Cllr R Gardner was elected Vice-Chairman for the civic year 2023-24.

F 23/3 Receive apologies for absence:

Cllr Mrs L Dalby had given apologies.
Members received the apologies tendered.

F 23/4 Declarations of any:

- a) **Disclosable Pecuniary Interest;**
 - b) **Other Registrable Interest:**
- on any matter on the agenda for 22nd May 2023:**
No declarations were made.

F 23/5 Public Forum:

No members of the public were present.

F 23/6 Approve Minutes of the meeting held on the 13th March 2023 and to approve the destruction of the notes in respect of that meeting:

It was **resolved** that the minutes from the meeting held on 13th March 2023 were approved as a correct record and Members agreed to the destruction of the notes in respect of that meeting.

F 23/7 Action Update List (May 2023):

23/7.1 The new office door had been installed along with the new pane of glass in the window. Members agreed to close the item.

23/7.2 The mandate changes had been confirmed by CCLA. Members agreed to close the item.

23/7.3 The donation to the Rochford Day Centre had been made in March 2023. Members agreed to close the item.

It was **resolved** that Members accepted the Action List update and agreed to the removal of closed items.

F 23/8 Financial Report – April 2023:

There were no questions, and it was **resolved** that Members accepted the Financial Report.

F 23/9 Receive and Note the Internal Audit Report (Final) for 2022-23:

A Member expressed their gratitude to the office for their work in ensuring a good audit. Members received and noted the internal audit report (final) for 2022-23.

F 23/10 Council Insurance: Long Term Agreement (LTA) renewal June 2023:

Members noted the Clerk's report which set out three quotations. It was **resolved** that Council sign up to the 3-year LTA with Hiscox Insurance.

F 23/11 Summary of Decisions:

- Cllr S May elected Chairman for 2023-24.
- Cllr R Gardner elected Vice-Chair for 2023-24.
- Council to sign up to 3-year LTA with Hiscox Insurance.

The Chairman declared the meeting closed at 8:37pm

Chairman