

**Minutes of the Finance & Staffing Committee held on Monday 23<sup>rd</sup> April 2018 in the Committee Room Town Hall, Windmill Lane, Northam at 10.00am**

**Present:** Cllrs Himan (Vice Chairman), Edwards, Hames and Tisdale  
**In attendance:** Mrs M J Mills – Town Clerk

- 1804/1302 Apologies**  
Apologies were received from Cllrs Berryman, Brading and Sherborne
- 1804/1303 Chairman's announcements**  
The Town Clerk advised members of the break in at one of the containers at Northam Hall. Trackers and alarms will be investigated.
- 1804/1304 Declarations of interest**  
Members were reminded that all interests must be declared prior to the item being discussed.
- 1804/1305 To agree the agenda between Part A and Part B (confidential information)**  
It was **resolved** to agree the agenda between Part A and Part B.  
Proposed: Cllr Tisdale, Seconded: Cllr Edwards (all in favour)
- 1804/1305 To confirm and sign the minutes of the meeting held 19<sup>th</sup> March 2018**  
It was **resolved** to confirm and sign the minutes of the meeting held 19<sup>th</sup> March 2018 as a correct record.  
Proposed: Cllr Hames, Seconded: Cllr Edwards (majority in favour 2 abstentions not present at the meeting)
- 1804/1306 Action Points**  
Noted
- 1804/1307 Public Participation**  
*Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes. The period of time which is designated for public participation in accordance with standing orders shall not exceed 15 minutes.*  
No members of the public were present.
- 1804/1308 To consider invoices for payment and financial reports to include**
  - Mayor's Charity Account
  - Northam BurrowsIt was **resolved** to accept the invoices for payment and financial reports  
Proposed: Cllr Himan, Seconded: Cllr Tisdale (all in favour)
- 1804/1309 To consider**
  - **Risk Assessment Management**
  - **Investment Strategy**
  - **Internal Control**
  - **Summary of assertions to be agreed by Full Council**It was **resolved** to accept the reviews.  
Proposed: Cllr Hames, Seconded: Cllr Tisdale (all in favour)

**PART B**

**1804/1314 To resolve to readmit members of the press and public**  
It was **resolved** to readmit members of the press and public  
Proposed: Cllr Edwards, Seconded: Cllr Tisdale (all in favour)

There being no further business the meeting closed at 10.43 am

Signed..... Dated.....

DRAFT