

**Minutes of the Finance Committee held on Monday 21<sup>st</sup> May 2018 in the Committee Room  
Town Hall, Windmill Lane, Northam at 10.00am**

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

**1805/033 Election of Chairman**

It was **resolved** to elect Cllr Sherborne as Chairman for the forthcoming year.  
Proposed: Cllr Hames, Seconded: Cllr Edwards (all in favour)

**1805/034 Election of Vice Chairman**

It was **resolved** to elect Cllr Himan as Vice Chairman for the forthcoming year.  
Proposed: Cllr Edwards, Seconded: Cllr Davis (all in favour)

**1805/035 Apologies**

Apologies were received from Cllrs Berryman and Himan

**1805/036 Chairman's announcements**

There were none

**1805/037 Declarations of interest**

Members were reminded that all interests must be declared prior to the item being discussed.

**1805/038 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 Edwards, Seconded: Cllr Davis (all in favour)

**1805/039 To confirm and sign the minutes of the meeting held 23<sup>rd</sup> April 2018**

It was **resolved** to confirm and sign the minutes of the meeting held 23<sup>rd</sup> April 2018 as a correct record.  
Proposed: Cllr Hames, Seconded: Cllr Edwards (majority in favour 2 abstentions not present at the meeting)

**1805/040 Action Points**

There were none

**1805/041 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.

**1805/042 To consider invoices for payment and financial reports to include**

- *Mayor's Charity Account*
- *Northam Burrows*
- *Internal Audit Report*

It was **resolved** to accept the invoices for payment and financial reports  
Proposed: Cllr Sherborne, Seconded: Cllr Hames (all in favour)

It was further **resolved** to recommend to Full Council that the funds in the road safety budget be re allocated to the Town Projects Project Provision.  
Proposed: Cllr Sherborne, Seconded: Cllr Hames (all in favour)

It was further **resolved** to recommend to Full Council that failure to collect grant cheques within 6 months of the Grants Presentations Evening, will result in the funds being returned to the Grants Budget.  
Proposed: Cllr Edwards, Seconded: Cllr Davis (all in favour)

It was further **agreed** to write to the recipients of the grant from 2017 which has not yet been presented giving them two weeks to collect the cheque. Letter to be sent by recorded delivery.

**Action Points – Town Clerk to add items to Full Council agenda and to write to grant recipient.**

There being no further business the meeting closed at 10.38 am

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

DRAFT