

## **LITTLEMORE PARISH COUNCIL**

Minutes of a Meeting of Littlemore Parish Council Finance Committee held on **Thursday 27<sup>th</sup> February 2020** at 7.00pm at Edith Kempson House, Chapel Lane, Littlemore, Oxford, OX4 4QB.

Present:

Councillors: Lynda Comber, John Tanner, Maggie Willis.

Officers: Richard Wilkins (Clerk to Parish and R.F.O).

Meeting opened 1900hrs.

### **FIN 01/20 Welcome**

Committee agreed for Cllr Lynda Comber to chair meeting in absence of Chairman to committee. Cllr Comber welcomed everyone to the meeting.

### **FIN 02/20 Apologies for Absence**

Cllr Dorian Hancock - Other political commitment  
Cllr Lucian Dunlop - Childcare  
Cllr Macer Wicker - Work

**RESOLVED:** To receive and note the above apologies for non-attendance at the meeting.

### **FIN 03/20 Declarations of Interest**

No declarations received. Cllr Comber reminded Cllrs that they can declare interest at any part of the meeting.

### **FIN 04/20 Minutes of Previous Finance Committee Meeting**

**RESOLVED** that the minutes of the Finance Committee meeting held on Thursday 28<sup>th</sup> November 2019 be APPROVED as a correct record and signed by Cllr Comber.

### **FIN 05/20 Receipt Report for All Accounts**

**RESOLVED** that the receipt report for all accounts from 25th November 2019 to 22nd February 2020 be APPROVED.

### **FIN 06/20 Payments Report for All Accounts**

**RESOLVED** that the expenditure report for all accounts from 25th November 2019 to 22nd February 2020 be APPROVED.

### **FIN 07/20 Bank Balances for All Accounts**

**RESOLVED** that the bank balances for all accounts on 22<sup>nd</sup> February 2020 be APPROVED.

### **FIN 08/20 Correspondence**

Parish Clerk went through correspondence as listed below

Signature.....

- SLCC Leadership in Action Conference 11-12 June 2020, 2 day attendance including meals with overnight stay on 10 June 2020. Committee APPROVED cost total of £443.00 + VAT.
- Rialtas end of year training, to go through process with clerk to enable completion of end of financial year. Committee APPROVED cost total of £560.00 + VAT.
- Vision ICT Website accessibility, email was read out detailing the Councils requirements to meet website accessibility and the work Vision ICT would conduct. Committee APPROVED cost total of £85.00 + VAT

**FIN 09/20      Date of next Meeting**

Thursday 30th April 2020 – Edith Kempson House.

Meeting Closed 1945 hrs

Signed as a true and accurate record

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Cllr Dorian Hancock  
Chair Finance Committee  
Littlemore Parish Council  
Thursday 25<sup>th</sup> June 2020

Signature.....