

LITTLEMORE PARISH COUNCIL

**MINUTES OF A MEETING OF THE FINANCE COMMITTEE
HELD ON WEDNESDAY 26th November 2020 at 7.00pm
VIA ZOOM VIDEO LINK**

Present: Councillors: Lynda Comber, Sue Stewart, John Tanner, Maggie Willis

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

Meeting opened 1900hrs.

FIN 58/20 Election of chairman

Cllr Dorian Hancock has stepped down of as Chairman of Committee, the Committee thanked him for his efforts.

Cllr Lynda Comber proposed Cllr John Tanner to take over as Chairman of Finance Committee, seconded by Cllr Maggie Willis.

Unanimously agreed for Cllr John Tanner to be elected Chairman.

FIN 59/20 Welcome

Cllr John Tanner welcomed everyone to the meeting and special welcome was extended to Daniela Harrison (Assistant Clerk) attending her first official meeting.

FN 60/20 Apologies for absence

Cllr Dorian Hancock Cllr Macer Wicker

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

FIN 61/20 Declarations of Interest

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

FIN 62/20 Minutes of Previous Finance Committee Meeting

Resolved: that the minutes of the Finance Committee meeting held on Monday 2nd November 2020 be approved as a correct record and signed by Cllr John Tanner.

FIN 63/20 COVID Grants Update

Parish Clerk advised no further applicants for COVID grants have been received. Parish Clerk to write to Oxford Mail to seek article for funds available for small groups.

Signature.....

FIN 64/20 Receipt Report for All Accounts

The receipts for period **29th October 2020 to 21st November 2020** were examined by the Committee.

Resolved: that the receipt report for all accounts from 29th October 2020 to 21st November 2020 be approved.

FIN 65/20 Payments Report for All Accounts

The payments for period **29th October 2020 to 21st November 2020** were examined by the Committee.

Resolved: that the expenditure report for all accounts from 29th October 2020 to 21st November 2020 be approved.

FIN 66/20 Bank Balances for All Accounts

The bank balances for all accounts on **21st November 2020** were examined by the Committee.

Resolved: that the bank balances for all accounts on 21st November 2020 be noted.

Parish Clerk was asked to give a breakdown on Earmarked reserves by Cllr Maggie Willis, a brief report was given but full report due in January 2021.

FIN 67/20 Finance Report

Parish Clerk reported that external Audit has been returned by Moore and will be reported to full Council as only just received yesterday. Cllr Lynda Comber requested Committee minute its thanks to Richard Wilkins for the tremendous achievement in the work done on the finances in 2019/20, this was agreed by Committee.

Parish Council budget is in final stages and just outstanding increase in fees from Oxford Direct Services and Fine Print Limited.

FIN 68/20 Date of next Meeting

7th December 2020 – 19:00hrs.

Meeting Closed 1931 hrs

Signed as a true and accurate record

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Cllr John Tanner
Chair Finance Committee, Littlemore Parish Council
Date:

Signature.....