

RUSTINGTON PARISH COUNCIL

FINANCE AND GENERAL PURPOSES COMMITTEE

MINUTES: of the Meeting held on 24 August 2009

PRESENT: Councillors G Tyler (Chairman), A Akbar, Mrs C Broomfield, J Ceiriog-Hughes, J Collins, Mrs S Lines, D Rogers, G Tyler and P Warren

51/09 DECLARATIONS OF INTEREST BY MEMBERS

Councillor Mrs Broomfield declared a prejudicial interest in Minute 53/09. She left the Meeting during consideration of this item and did not take part in the discussion or vote thereon.

Councillor Tyler declared a personal interest in Minute 53/09. He remained in the Meeting during the consideration of this item and took part in the discussion and vote thereon.

52/09 MINUTES

The Minutes of the Meeting held on 27 July 2009 were signed by the Chairman as a correct record.

(Prior to consideration of the following item Councillor Mrs Broomfield declared a prejudicial interest, as the proprietor of Owen Electrical Limited)

(Prior to consideration of the following item Councillor Tyler declared a personal interest as his wife was the Manager of The Garden Café)

53/09 PAYMENT OF ACCOUNTS

The Committee RESOLVED that the Accounts be paid and the necessary cheques be drawn. A copy of these Accounts is attached and forms part of these Minutes.

The Committee NOTED this information.

54/09 MONTHLY BUDGET REPORT

The Clerk referred to Minute 47/09 and reported that a Draft Monthly Budget Report, produced in conjunction with SAGE, had been circulated to all Members for consideration.

Following a detailed discussion, the Committee RESOLVED that:-

- (a) Certain amendments should be made to the Draft Report as follows:-
 - (i) The date of the month when the Report was actually produced should be included on the front sheet and at the top of each subsequent sheet
 - (ii) The bottom line of each Departmental sheet should read Net Expenditure and not Grand Total
 - (iii) Total Expenditure for each Report should be included before the Net Expenditure figure at the bottom of each sheet
 - (iv) An early warning system detailing income and expenditure items, either significantly under or close to the budgeted figure, should be introduced and detailed on a separate sheet at the front of each Monthly Report
 - (v) The Monthly Budget Report should be included on all future Agendas as an item for consideration

The Chairman, on behalf of the Committee, thanked Mrs Harris for all of her hard work in setting up the new Accounting System and designing and producing the Monthly Budget Report, in conjunction with SAGE.

55/09 COUNCIL PERSONNEL

The Clerk advised the Committee of certain staffing issues, resulting from periods of holiday, sickness, hospitalisation, recuperation and maternity leave, that were either currently being experienced, or would soon be occurring, which would result in the Council incurring some additional staff costs during the year.

The Committee NOTED this information.

56/09 MUSEUM - INTERNAL SECURITY SHUTTER

The Clerk referred to Minute 223/09 (Monthly Council Meeting - 27 July 2009 refers) and said that she had previously circulated quotations for a Seceuroshield High Security Shutter as follows:-

Absolute Security Shutters Limited	-	£810.00 excluding VAT
Security Doors and Windows Limited	-	£755.00 excluding VAT
The Lock Centre	-	£741.00 excluding VAT
South Coast Shutters	-	£726.00 excluding VAT

Following a discussion, the Committee RESOLVED that the Quotation received from The Lock Centre in the sum of £741.00 excluding VAT be accepted.

Chairman:

Date: