

## **RUSTINGTON PARISH COUNCIL**

### **FINANCE AND GENERAL PURPOSES COMMITTEE**

**MINUTES**: of the Meeting held on 27 July 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

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#### **45/09      DECLARATIONS OF INTEREST BY MEMBERS**

Councillor Mrs Broomfield declared a prejudicial interest in Minute 47/09. In the absence of any discussion on this item, she remained in the Meeting but did not take part in the vote thereon.

Councillor Tyler declared a prejudicial interest Minute 50/09. In the absence of any discussion on this item, he remained in the Meeting.

#### **46/09      MINUTES**

The Minutes of the Meeting held on 22 June 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)*

#### **47/09      PAYMENT OF ACCOUNTS**

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

Mrs Harris, the Senior Administrative Officer, then reported on the progress of the recently introduced SAGE 50 Accounting System, and said that she was currently in the process of making arrangements for SAGE to design a Report which could be produced automatically by the System, and circulated on a monthly basis to all Members, giving details of income and expenditure against the budgeted figures for all grouped nominal codes by department.

The Committee NOTED this information.

#### **48/09      INTERNAL AUDIT 2008/2009**

The Committee considered a letter and Report received from R & J Accountancy and Administration.

The Clerk reported that the Senior Administrative Officer and herself were currently working through the points raised in the Report and a Meeting of the Internal Audit Committee would be being arranged in the next couple of months to discuss the points raised and the appropriate action to take/taken. She would then report back to the Committee further in this regard.

#### **49/09      EXCLUSION OF THE PUBLIC AND PRESS**

The Committee, Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, RESOLVED that the Public and the Press be excluded from the Meeting because of the confidential nature of the next item of business to be transacted.

*(Prior to consideration of the following item Councillor Tyler declared a prejudicial interest, as Mrs Diane Tyler was his wife)*

**50/09            THE GARDEN CAFÉ - APPOINTMENT OF MANAGER AND ASSISTANT  
                         MANAGER**

The Council NOTED a Report prepared by the Clerk of the Council regarding the appointment of both the Manager and Assistant Manager of The Garden Café with effect from 6 July 2009 and 4 August 2009 respectively.

**Chairman:** .....

**Date:** .....