

STOKE MANDEVILLE PARISH COUNCIL

Clerk: Mrs Sarah Copley

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**Minutes of the meeting of the Finance and Governance Committee held at the Community Centre,
Eskdale Road, Stoke Mandeville on Tuesday 21st January 2014**

PRESENT: Cllrs D Starr (Chairman), A Clark, S Watson
Clerk: Sarah Copley

F14/1	APOLOGIES Apologies were received from Cllr Kennedy and Cllr Hunt.	
F14/2	DECLARATIONS OF INTEREST There were no declarations of interest.	
F14/3	MINUTES OF PREVIOUS MEETING The minutes of the meeting on 26 th November 2013 were agreed as a true record and duly signed by the Chairman.	
F14/3	FINANCIAL MANAGEMENT a) The Committee reviewed the annual spend to date. There were no concerns raised and it was noted that the management of the finances had ensured prudent provision for anticipated future expenses. b) The draft budget had been circulated. The Clerk was requested to produce a pie chart to give a visual impact of how the council spends the precept. It was agreed the diagram should include reference to the grant provided by SM&OP Charity to show parishioners how the Charity is helping keep the precept low. c) The Committee discussed alternative investment accounts for the Council's reserves. Cllr Starr agreed to research further. The Clerk would write to the Co-operative Bank to ask what assurances they could offer that the funds would be secure.	Clerk DS / Clerk
F14/4	COUNCIL POLICIES a) Standing orders The committee reviewed the revised model standing orders which had been published by NALC. The Clerk would make the amendments suggested to tailor the document to SMPC's requirements and the document would be put to the full Council with a recommendation to adopt them. b) Financial Regulations The Financial Regulations were discussed and the Clerk was asked to update numbers 11.1(a) and 11.1(h). The revised regulations would be put to the full Council with a recommendation to adopt them. c) Policy for Councillor Allowances and Expenses The draft policy had been circulated to committee members before the meeting. The policy was discussed and it was AGREED to recommend to the Council that it be adopted as of 1 st April 2014.	Clerk Clerk
F14/5	WEBSITE The Clerk gave an update on the new website including a demonstration of the new web pages. The Committee agreed that it was now clear and user friendly and could be made live. The Clerk would contact the website hosting company and make the necessary arrangements. The Committee agreed that the banner along the top of the website would be useful for Council 'branding'. It was further discussed that the Council could consider adopting a logo	

	for use on letterheads and other Council documentation.	
F14/6	DATE OF NEXT MEETING The date of the next meeting would be Tuesday 22 nd April 2014.	

Signed: _____

Date: 22nd April 2014