

DOYNTON PARISH COUNCIL
MINUTES FINANCE COMMITTEE MEETING
FRIDAY 29TH JANUARY AT 11AM
Remotely Via Zoom

Present: Peter Hart. Chairman.

Michael Williams. Councillor. Jill Salter. Councillor. Elaine Weightman. Parish Clerk

The Clerk welcomed everybody and opened the meeting

- 1 **TO ACCEPT APOLOGIES FOR ABSENCE:** - Councillors Crew and Roch.
- 2 **TO RECORD DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011:** *None*

- 3 Councillors fully supported and approved the Internet Banking application for DPC to facilitate the Clerk who is The Responsible Finance Officer to assume the role of the Primary User on the HSBC Community Account and the Business Money Manager Account.

The Primary User and Councillors will continue to abide by DPC Standing Orders and Financial Regulations including the update below due to the COVID19 situation; which was previously adopted and approved on 30th September 2020 at the Full Council Committee at Minute reference 9.2. and 9.3; when undertaking HSBC Internet Banking.

The Minute reference 7.2.2 at the Full Council meeting on 18th March 2020 had agreed the commencement of the Internet Banking process.

The above was approved and proposed by Cllr. Hart and seconded by Cllr. Salter. Unanimously supported by Cllrs. Williams; present at this meeting and Cllr. Roch; not present.

UPDATE TO STANDING ORDERS & FINANCIAL REGULATIONA DUE TO THE COVID-19 SITUATION. September 30th 2020

At the Doynton Parish Council meeting on 30th September 2020 the following update was approved in Minute 9.2. & 9.3 and therefore forms an addendum to the current Standing Orders and Financial Regulations.

- a. The Clerk has approval to pay for any expenditure planned and covered in the annual Parish Council budgets 2020/21.
 - b. Any additional requests requiring authorization should be emailed to each Councilor and email approval required from a majority. This will include grant applications and planning applications.
 - c. As covered by current Financial Regulations when any face to face meeting does happen payment confirmations will be checked by at least 2 Councilors to match invoices.
 - d. The Clerk will send bi-monthly Bank reconciliation's and updated Income/Expenditure v Budgets by email to Councilors.
- 4 **DATE OF NEXT MEETING:** - Full Council Meeting on Wednesday 18th March 2021 via Zoom.

The meeting closed at 11.22am

Signed..........Date..........

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, age, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human rights.