

# Newnham Parish Council & Burial Authority

Minutes of a meeting of the Parish Council Finance and Employment Committee, held on 20<sup>th</sup> December 2016 at 7.00 p.m. in the Armoury Hall, Newnham on Severn – Page 3

Present: Chair Cllr F. Bihlmeier, Cllrs T Firman, J Larkham & I Walker + The Clerk.

1. **To allow Public Consultation**  
None
2. **To Receive Apologies for Absence**  
Cllr C Kenny
3. **To Receive Declarations of Interest**  
None
4. **Adoption of Minutes of the Parish Council Employment & Finance held on 20<sup>th</sup> September 2016.**  
The minutes of the meeting were duly adopted
5. **To Receive a report from the clerk on matters arising from previous meetings and not on Agenda**  
None
6. **To Receive the Clerk's Report**  
By agenda item
7. **To Consider and Approve as follows.**  
Quarterly Checks of payments were completed and no issues identified  
Quarterly Checks of the Cash Book was completed and no issues identified
8. **Financial Statement**  
The monthly financial statement was received and duly approved  
Monthly payments were received and duly approved
9. **To Consider Financial performance**  
The Income / Expenditure report for the YTD was reviewed and found to be in order  
The spend v plan report for 2016/17 (8+4) was reviewed and felt to be in line with the original budget and subsequently additions made at full council.
10. **To receive an update on the implementation of electronic banking.**  
Cllrs Bihlmeier and Firman confirmed that they had received their authorisation devices from the bank and were in a position to activate electronic banking. Cllr Walker advised he was awaiting delivery of his. It was agreed that a trial would be undertaken in January using the Clerks payments to test the process prior to general roll out.
11. **To Confirm the next meeting date for the Employment and Finance Committee.**  
21<sup>st</sup> March 17 as per the published schedule

**There being no further business the meeting closed at 7.35 p.m.**

Signed .....

Date.....

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