

SWANLEY TOWN COUNCIL

**Minutes of a Meeting of the Finance & Audit Committee
held at the Civic Centre, Swanley on Wednesday 18 February 2015**

Present

Cllr V Southern (Chair)	Cllr R Morris
Cllr L Ball (Vice Chair)	Cllr T Searles
Cllr M Fittock	Cllr A Venter
Cllr A George	

Also in attendance**Councillors****Officers**

Cllr Brookbank	Julie Pilbeam (Chief Executive)
Cllr Lee	Sally Moor (Corporate Director/RFO)
Cllr Mahy	Lisa Saunders (Operations Director)
	Geoff Mills (Democratic Services Officer)
	Others
	1 member of the public was also present

The meeting opened at 8.15 PM

7. Apologies for Absence

There were none.

8. Declarations of Pecuniary and Non-Pecuniary Interests

There were none.

9. Minutes

RESOLVED that the Minutes of the Meeting held on 21 January 2015 be agreed and signed by the Chairman as a true record

10. Report of the Responsible Finance Officer

(Item 4)

RESOLVED that the report of the Responsible Finance Officer be approved

11. Financial Matters

(Item 5- report by Responsible Finance Officer)

(a) Monthly Payments – For November and December 2014

RESOLVED that the monthly payments for November and December 2014 be approved.

(b) Bank – Cash and Investment Reconciliation as at November and December 2014

RESOLVED

- (i) That the reconciliation statement for November 2014 be approved and signed by Cllr Southern on behalf of the Council.
- (ii) That the reconciliation statement for December 2014 be approved and signed by Cllr Ball on behalf of the Council.

(c) Sales and Expenditure 2014

RESOLVED that the report be noted

12. Expenditure approved by the Chief Executive under delegated authority

(Item 6)

RESOLVED that the report be noted.

13. Correspondence

RESOLVED that the letter received from Sevenoaks District Council regarding costs associated with the May 2015 elections be noted.

The meeting closed at 8.35 PM

Signed.....Chairman

Date: 18 March 2015