

## SWANLEY TOWN COUNCIL

### Minutes of a Meeting of the Finance & Audit Committee held at the Civic Centre, Swanley on Wednesday 18<sup>th</sup> March 2015

#### Present

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

#### Also in attendance

##### Councillors

##### Officers

Cllr Brookbank	Julie Pilbeam (Chief Executive)
Cllr Lee	Sally Moor (Corporate Director/RFO)
Cllr Barnes	Lisa Saunders (Operations Director)
Cllr Halford	Geoff Mills (Democratic Services Officer)
	<b>Others</b>
	Barry Lyndsell (BRIT)

#### The meeting opened at 8.45 PM

#### 1. Apologies for Absence

Cllr Fittock was not in attendance and did not submit a reason for absence.

#### 2. Declarations of Pecuniary and Non-Pecuniary Interests

There were none.

#### 3. Minutes

**RESOLVED** that the Minutes of the Meeting held on 18 February 2015 be agreed and signed by the Chairman as a true record

#### 4. Report of the Responsible Finance Officer

*(Item 4)*

**RESOLVED** that the report of the Responsible Finance Officer be approved

It was agreed for the following actions to take place:

- (a) Barry Lyndsell, Sally Moor and Cllr Venter to meet to discuss future IT requirements of the Council and a full report to be returned to the Council
- (b) The Council considers increasing the repairs and maintenance budget for 2015/169

- (c) The Council instructs an independent survey report on the complete heating systems and future needs in all the venues and this be returned to the next Finance and Audit Committee.

**11. Financial Matters**

*(Item 5- report by Responsible Finance Officer)*

**(a) Monthly Payments – For January and February 2015**

**RESOLVED** that the monthly payments for January and February 2015 be approved.

**(b) Bank – Cash and Investment Reconciliation as at January and February 2015**

**RESOLVED**

- (i) That the reconciliation statement for January 2015 be approved and signed by Cllr Southern on behalf of the Council.
- (ii) That the reconciliation statement for February 2015 be approved and signed by Cllr Ball on behalf of the Council.

**(c) Sales and Expenditure 2015**

**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. Ebay policy**

**RESOLVED** to approve the Ebay policy with the amendments made as follows:

- (a) Remove 'Sell Items bought to resell'
- (b) Add 'Sell items which are redundant'

**The meeting closed at 10.20 PM**

Signed.....Chairman

Date: 17 June 2015