



Minutes of the Meeting of the FINANCE COMMITTEE held in the Town Council Office, Denmark Road, Cowes on Wednesday, 4th July 2012 at 6.45 p.m.

Present: Councillor Matthews (Chairman)

Councillors Banks, Jones, McGregor, Sanderson, Walters and Wells.

In attendance: (non voting) Councillor Robinson.

404 APOLOGY FOR ABSENCE

An apology for absence was received from Councillor Brown.

405 DECLARATIONS OF INTEREST

Councillors Banks and Walters declared personal and prejudicial interests in agenda item 5 relating to the ORP Blyskawica Commemoration – Councillor Banks on the grounds he was Co Vice President and Commemoration Steering Group member and Councillor Walters as he was the organisation auditor and Commemoration Steering Group member.

406 MINUTES

RESOLVED

That the Minutes of the Meeting held on 30th May, 2012 be taken as read, approved as a correct record and signed by the Chairman.

407 CONFERENCE RECORDING EQUIPMENT

The Town Clerk had obtained three separate prices for conference recording equipment ranging from £549 to £689; this equipment was required to replace the Town Council's obsolete and broken recording machine.

RECOMMENDED

1). That the Town Clerk be authorised to assess and purchase the conference recording equipment that he deems most suitable for the Town Council.

408 ORP BLYSKAWICA COMMEMORATION

The Town Clerk submitted a letter from the Friends of the ORP Blyskawica Society requesting that the Town Council pay a bill in the sum of £1,181.70 plus VAT to All About Catering in respect of the Commemoration Farewell Reception; the Town Council could reclaim the VAT element and the payment would be from the £3,000 which the Town Council had allocated to underwrite the event. Prior to leaving the room, Councillor Banks stated that the Friends of the ORP Blyskawica Society were still awaiting some income from organisations that had sold concert tickets so they had been unable to prepare final accounts for the event; however, he was certain that there would be a considerable shortfall.

Members were made aware that the Town Council had only agreed to underwrite the Commemoration; until a final statement of accounts was prepared they could not be certain of any shortfall for the event.

RECOMMENDED

That the Town Council makes no payments in respect of the ORP Blyskawica Commemoration until a final statement of accounts is produced by the organising committee.

409 ASSISTANT TOWN CLERK

It was reported that since her appointment in February, the Assistant Town Clerk had built up a total of 40 hours over and above her contracted hours; this was primarily due to her initial training and to study time for the qualification 'Working With Your Council'. The Town Clerk was confident that now the initial training had been completed, the Assistant Town Clerk's time could be better managed so as not to build up additional hours in the future.

RECOMMENDED

That the Assistant Town Clerk be paid for the 40 additional hours that she has accrued.

(The proceedings terminated at 7.12p.m.)

CHAIRMAN