

Southwick & Widley Parish Council

Minutes of the Finance and Administration Committee Meeting held in the Montgomery Room, D-day Memorial Hall, Southwick on Tuesday 12th June 2018 at 7.00pm

Present:

Mr J. Watson in the Chair
Mr G. Clark
Mrs J. Houghton
Mr A. Richards

In attendance: -

Eddie Mason – Clerk to the Council.

18.07F Apologies for Absence: Mr Cutler and Mr Clark who would be delayed.

18.08F Election of Chairman: Proposed Mr Watson, seconded Mrs Houghton and unanimously agreed that Mr Clark be elected chairman.

Due to Mr Clark absence Mr Watson took the Chair.

18.09F Minutes of Previous Meeting: - It was unanimously agreed that the minutes of the meeting held on the 6th March 2018 should be accepted as a true and accurate record.

18.10F Meeting adjourned for public participation: - Nothing

18.11F Matters arising from public participation – Nothing

18.12F Examination of Accounts: -

- i) A full examination of accounts was made up to 12th June 2018.

18.13F Commend to the Council:

- i) It was unanimously agreed that the Annual Governance Statement for 2017/18 be commended to Council.
- ii) It was unanimously agreed that the internal Audited Accounts for 2017/18 be commended to Council.
- iii) It was unanimously agreed that the Financial Risk Assessment for 2018/19 be commended to Council

18.14F Any Other Business: -

- i) Mr Watson said that we need to identify West of Waterlooville's proportion of the Council Tac.
- ii) Mr Watson said that he would write a GDPR policy documents.

The meeting closed at 7.59 pm

Date of the next meetings: 11th September 2018