

Lawford Parish Council



Minutes of the Finance Committee meeting held at the Small Hall, Ogilvie Hall, Wignall Street, Lawford, CO11 2JG at **8pm on Monday 7 January 2019.**

1. Present:

Councillors: V Guglielmi, Langstone, Brown, Pretty, Woods and C Guglielmi
Clerk: Mrs Peachey

Apologies:

None

2. Minutes of the last meeting:

Minutes of the meeting held on **5 November 2018** were agreed as a true record

Proposed: Cllr Pretty **Seconded:** Cllr Langstone **Agreed**

3. Actions from the previous meeting:

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|--|-----------|
| Grant request from The Autumn Days Club – proposed £100.00 to Full Council | Completed |
| Grant Request Manningtree High School - Proposed £100.00 with the request the High School attend the January meeting to give a presentation and bringing an example of the 'Plastic Policeman' to Full Council | Completed |

4. Declaration of interests:

None

5. Affiliations:

None

6. Finance:

For Information:

- a) Monthly Reconciliation – November 2018
- b) Clerk advised an email had been received from Mistley parish Council requesting a refund from the FFF event. Councillors were presented with the accounts to date, from which it could be seen Mistley's grant funding was not received until 29/10/18 and Beeline's invoice was not received until 19/11/18. A cheque issued on 20/08/18 to James Owers has not yet been presented for payment (Clerk will be chasing this). Internal Auditor would not sign off at qtr 2 audit. Qtr 3 audit is due later in the month. Clerk will advise MPC regarding the above, however it is the FFF committees' responsibility to apportion the proceeds of the event.

7. Matters to be raised by members for the next agenda:

None

The next **Finance Committee Meeting** is scheduled for **4 March 2019**

Signature.....**Date**.....