

RINGSTEAD PARISH COUNCIL

Parish Office:
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Minutes of the meeting of the Finance Advisory Committee of Ringstead Parish Council held on Monday 2nd October 2017 at 7.30pm in The Village Hall, 9 High Street, Ringstead, Northants NN14 4DA.

Present: Cllr R Phillips
Cllr R Talbot

In Attendance: Cllr J Hornsey; Cllr C Harris; Mrs L Marshall (Clerk to the Council)

Apologies: Cllr G Slack

	Action
<p>RPC_FAC/020 Minutes of Previous Meetings Deferred until next meeting.</p>	
<p>RPC_FAC/021 Proposal to tighten procedures for spending and to comply with Finance Regulations The Committee agreed that they would put a recommendation to the Full Council Meeting on the 11th October to implement the following changes:-</p> <ul style="list-style-type: none">• We buy a duplicate book for use as an authorisation slip which can be used for required spend in between meetings but which must firstly be authorised by the Clerk and either the Chairman or the Chairman of the Finance Committee for amounts below £500 and the spend must fall within the approved budget. The authorisation slip must then be presented to Clerk with receipts for reimbursement at the next Full Council Meeting.• The above is put to the Council at the next Full Council Meeting to start with immediate effect, with Councillors being advised that if spending occurs without prior authorisation prior to the spend their expense claim may not be authorised at the next Full Council Meeting.• We open an account with Thrapston Farm Shop so purchases can be made and invoiced to the Council directly. Such purchases to be authorised by the Clerk and either the Chairman or the Chairman of the Finance Committee for amounts below £500 and the spend must fall within the approved budget. Where possible all purchases to be made by the Clerk.	
<p>RPC_FAC/022 Purchasing of the Rialtas Finance Package The Committee agreed that they would put a recommendation to the Full Council Meeting on the 11th October to explore financial packages further.</p>	
<p>RPC_FAC/023 Spot Checks Deferred until next meeting</p>	
<p>RPC_FAC/024 Review of Monthly Budgets Approved.</p>	
<p>RPC_FAC/025 AOB Nil.</p>	

Meeting Closed: 8.15pm	
Next Meeting: Monday 30 th October @ 7.30pm	

Signed: _____

Dated: _____