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The Parish Office
New Road
Impington
CAMBRIDGE
CB24 9LU

NOTICE OF MEETING: Finance Committee
TIME: 7.30 p.m.
DATE: Tuesday 15th MARCH 2011
VENUE: Parish Office, New Road, Impington

Mrs A Young - Clerk to Impington Parish Council
10th January 2011

MEMBERS: 5

QUORUM: 3

AGENDA

F10/35 To receive and approve apologies for absence

F10/36 To receive declarations of interest

- a) Councillors to declare any personal interest in any items on the agenda
- b) Councillors to declare any personal and/or prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation

F10/37 To approve minutes of the meeting 11 January 2011

**For
decision**

F10/38 Matters Arising - for Information only

To note only

16 November 2010, deferred from last meeting:

Item 22.3 Stage Payments 12 New Road £38,034.45 to date. March meeting £2,709.58. Final account awaited, likely £2,200. No Sec 106 yet received Merrington Place. Sec 106 payment received to date, unspent - 45 Impington Lane: £4,258.90

Item 22.4 Burial Ground Ledgers Cllr Ing has identified process and test pages provided. Discs to be purchased. Work likely to take place after 1 April 2011

Item 22.6 IT Printer in place. Computer/router ordered by PC (VAT reclaim).

Impington Computers to fit and network system on receipt, for payment 2010-11
Item 22.7 Charity Issues Trustees meeting for John Burgoyne not yet called. To be called March or June 2011

Item 23.3 Annual Review of Effectiveness of Internal Audit - no longer necessary

Item 26.2 Publishing over £500 spend Now on website

Item 26.3 Expenses Policy Employment Group considered policies, but not those for members – see agenda item

11 January 2011:

Item 32 Coppice Trees First 2 priority quarters to be carried out in 2010-11, with final quarter 2011-12 by carrying forward unspent into new budgets

Item 33 Grass cutting grant Cambs County Council Reduced payment expected, likely to be 75%

F10/39	<p>To accept:</p> <ul style="list-style-type: none"> • Quarterly Finance Report – Expenditure v Budgets to 15 March 2011 - <u>attached</u> • Asset Register Review • General and Specific Reserves report to 9 March 2011 - <u>attached</u> • Clerk’s report on expenditure agreed: Electronic storage of Minutes by scanning, binding costs 	To accept
F10/40	To agree acceptance of quote from Came & Co. Insurance provider 2011 - 12	For decision
F10/41	To accept recommendation to adopt new Standing Orders based upon Model Standing Orders (NALC 2010) – report and copy <u>attached</u>	For decision
F10/42	<p>Council Policies</p> <ul style="list-style-type: none"> • To consider what Policies should be in place for Finance & Administration reasons • To consider inclusion of Donations category for “Elite Youngsters” 	For decision
F10/43	Other Correspondence or Reports Received	
F10/44	<p>Date of next meeting</p> <p>Tuesday 26th April 2011 7 p.m. – 7.30 p.m.</p> <p>Election of Chairman; Ratification of Budgets; Agree End of Year figures for AGM only</p> <p>Further meeting to be called during April/May to cover: Internal Auditors report; Review of Financial Regulations</p> <p>Close of Meeting</p>	For decision