



MELTON PARISH COUNCIL

Chairman: Councillor GK Butterwick

FRM(07)M1

Minutes of a meeting of the parish council Finance Working Group on Wednesday 23rd May 2007 commencing at 7.00 p.m. in The Lindos Centre Saddlemakers Lane Melton Woodbridge.

Present:

Cllr Mrs BK Abbott
Cllr Mr MN Bond
Cllr Mr GK Butterwick

Cllr Mr PJ Brockett
Cllr Mr AG Dunford

In Attendance:

Mr MJ Green [Clerk]

07.01 ELECTION OF CHAIRMAN

Cllr Dunford was elected as chairman

07.02 TRAINING OPPORTUNITIES

Cllrs Abbott and Brockett to check programme.

Cllr Abbott to look at Budget Workshop

Cllr Brockett to look at 2 day training in finance

07.03 FREQUENCY OF MEETINGS

Bi-monthly at 7.00 p.m. with the next meeting on 15th August [Apologies from Cllr Brockett]

07.04 FUTURE STRUCTURE OF COUNCIL

Proposed structure contained in paper MPC(07)P83.04 approved subject to:

- Full council having responsibility for heavy decisions [i.e. approving budget] with FRM having responsibility for recommending what these decisions might be
- Additional bullet point on para 01.02 (a) to make recommendations of expenditure from reserves

07.05 WORK PROGRAMME 2007/8

- Additional work item – to review existing arrangements for the supply of goods and services – the Clerk to summarise known contracts and understandings

07.06 ANY OTHER BUSINESS

- The Clerk to attend all meetings of the FRM and minute the meeting

- FRM should respond to request from Council and/or committees but not promote or oppose ideas
- Clerk will confirm change in bank signature arrangements
- Priorities for next meeting will be:
 - Outturn for 2006/7
 - Reviewing budget headings for 2007/8
 - Receive management accounts [Para 7 MPC(07)P65]

There being no further business the meeting closed at 8.30 p.m.

Signed: _____ Date: _____
[Chair]