

OXTED PARISH COUNCIL F&GP COMMITTEE

Minutes of the meeting of Oxted Parish Council F&GP Committee, held in
The Jack Farrell Room, Tandridge District Council Offices, Station Road East, Oxted
on Tuesday 23rd April 2013 at 8.30 am

Mr Terry Dillon - Chairman (TD)
Mr Martin Fisher - Vice-Chairman (MF)
Mr R Wingate (RW)
Mr Paul Whitehurst (PW)

Mrs M Gibbins

Clerk to Oxted Parish Council

MINUTES

- Apologies for absence:** to receive and accept apologies for absence.
Mr D Weightman
- Declarations of Disclosable Pecuniary Interest:** *To receive any disclosure by members of personal interests in matters on the agenda, the nature of any interests, and whether the member regards the interest to be prejudicial under the terms of the Code of Conduct. Members are reminded of the need to repeat their declaration immediately prior to the commencement of the item in question. Anyone with a prejudicial interest must, unless an exception applies, or a dispensation has been issued, withdraw from the meeting.*
There were none
- Public session:** *a period of up to, but no longer than 15 minutes, to hear questions or statements from members of the public. Individuals are allowed to speak for a maximum of 3 minutes.*
There were no members of the public or press present
- To approve the cheque list**
Approved . Concern was expressed regarding the cost of the SCAPTC and NALC membership. It was agreed to renew for 2013/14 but the Clerk to ascertain whether membership is compulsory. CLERK
The Clerk will also follow-up the request to ProGround for a copy of their Refuse licence. CLERK
- Finance of CCTV**
Mr Martin Fisher provided a brief explanation regarding the discussion he had with Angie Austin from Surrey Police of the funding of the CCTV system in Oxted. It was agreed the Clerk should invite Angie Austin to the next Full Council meeting on 14th May to provide the Parish Council with a full explanation. CLERK
- To check bank reconciliation**
The Bank reconciliation, having been previously circulated, was agreed.
- To check end of year unaudited accounts**
Mr Martin Fisher explained the figures and reinforced that there is more than a years' precept in the bank. Clerk agreed to re-circulate the annual report to the committee members. CLERK

8. **To monitor budget spend**

Clerk confirmed the internal audit is being undertaken on 16 May. There are no further figures to compare due to the meeting being held in the first month of the year however, the budget and accounts for 2012/13 were in line.

9. **Dates of future meetings**

5 November 2013 – Mr Fisher agreed to book the venue.

MF

28 January 2014

22 April 2014

The next meeting will be held on 5th November in The Jack Farrell Room at Tandridge District Council commencing at 08.45

Copies of Parish Council minutes are held by the Clerk and are available on the

Parish Council web-site: www.oxted-pc.org.uk

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