

**OVERTON COMMUNITY COUNCIL
MINUTES OF FINANCE COMMITTEE MEETING
14TH JANUARY 2019**

PRESENT: Cllr Copeman (Chairman), Cllr Hellingman, Cllr Pugh, and Cllr Roberts

Clerk

1. **2019 01 TO RECEIVE ANY QUESTIONS OR COMMENTS FROM THE PUBLIC ATTENDING THE MEETING** – no representations made.
2. **2019 02 APOLOGIES FOR ABSENCE** – none received
3. **2019.03 TO DISCLOSE ANY PERSONAL OR PEDJUICAL INTERESTS** - none raised
4. **2019.04 CARRY OUT FINANCIAL CHECK**

3 deposits and 3 payments checked by committee members, all found it a useful exercise using the new system. The details of the financial check are as follows: -

Deposits			Payments	
Date	Reference	£	Date	£
3.18.18	500245	£10.00	10.10.18	£1,490
20.6.18	500237	£90.00	10.10.18	£200
16.5.18	500235	£65.00	13.9.18	£164.95

The Clerk requested at that least one Councillor be present to provide oversight when making internet payments; usually these payments will be made the day after the Council meeting where the payments were approved. The committee chairman offered to be present for the next payment run due on 13th February 2019. The remaining dates are as follows:

13/03/2019
10/04/2019
15/05/2019
12/06/2019
10/07/2019
11/09/2019
09/10/2019
13/11/2019
11/12/2019

5. **2019.05 INTERNAL AUDIT 2018/2019**

Asset register – will need to be updated when the two public toilet projects have been completed (if prior to year end).

Any unusual financial activity requires a report to council – the clerk advised members that there had been an error on a recent TSB bank statement. TSB have been advised and a new statement with the correct opening balance is due.

A report explaining significant variations from the budget will be compiled prior to year end.

6. **2019.06 TO RECEIVE ANY AGENDA ITEMS FOR THE NEXT MEETING AND CONFIRM DATE**

Monday 11th March 1400hrs in the occ office.

The meeting closed at 14.40hrs