

# Pagham Parish Council

Minutes of the **Finance** Committee Meeting held on Tuesday  
25<sup>th</sup> July 2017 at 7.30pm in the Committee Room at Pagham Village Hall

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Present: Cllrs Mr P Atkins, Mrs D Hall, Mr P Higson, Mr D Huntley, Mr R Radmall & Mrs D Salter (Chair)

In attendance: Miss N Jones (Clerk to the Council/RFO).  
Mr R Henderson (Pagham Flood Defence Trust CIC & Chair Pagham Flood Defence Steering Committee)

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- F17/11**      **Receive apologies for absence**  
None
- F17/12**      **To receive declarations of interest by Councillors on any of the agenda items below.**  
Cllrs Atkins, Huntley and Radmall declared a pecuniary interest in any item relating to the beach having a beneficial interest in that part of Pagham which is within the area of a serious risk of flooding arising from changing tidal patterns and erosion of the foreshore (the Area) and any decision taken might relate to action to be taken regarding Sea Defences to protect the Area, and requested that it be recorded in the Minutes that they will be taking part in the debate and voting on the item as authorised by the Dispensation granted by Pagham Parish Council at their meeting on the 31<sup>st</sup> July 2012 (minute 61.12c).
- F17/13**      **Public Session** *Questions and comments from Members of the Public Present*  
None.
- F17/14**      **To receive and approve the minutes of the Finance Committee meeting held 13<sup>th</sup> June 2017** (previously issued)  
It was RESOLVED to APPROVE the Minutes, and the Chairman was authorised to sign them as an accurate record of that meeting.
- F17/15**      **Matters arising from the previous Minutes** (*this is for information sharing purposes only*)  
None.
- F17/16**      **Accounts**  
F17/16.1      Accounts  
The accounts for the periods ending 30<sup>th</sup> June 2017 were presented to the Committee. It was RESOLVED: To recommend approval of the accounts for periods ending 30<sup>th</sup> June 2017.
- F17/16.2      Bank reconciliations  
The bank reconciliations to 30<sup>th</sup> June 2017 were presented. RESOLVED: to receive and approve the reconciliations, the Chairman was authorised to sign them as an accurate record of the Saver & Business Account statements, petty cash and Pagham on Parade accounts.
- F17/16.3      Orders for payment for authorisation (*previously received*)  
Following consideration of the Orders for Payment Council RESOLVED: to approve, unanimously, all of the attached orders for payment for £2648.62 inc VAT of £35.90 was payable.
- F17/17**      **Pagham Flood Defence Steering Committee**

F17/17.1 Mr Henderson updated the meeting on progress. The Community Interest Company was looking at discharging the planning conditions as the next step towards undertaking the cut of the spit. ABP Mer Ltd had asked for instructions to prepare a quote for this work. It was agreed that the Clerk should instruct this work. Mr Henderson confirmed the work would not take place this year due but it was hoped that it would be undertaken in March or April 2018. A close watch was being kept on EA surveys which suggested a natural breach could be about to occur near the site of the proposed cut. Cllr Mr Huntley thanked Mr Henderson and all associated with the CIC for their persistence with the negotiations which had led to planning permission being granted.

**F17/18 Standing Orders and Financial Regulations**

The Clerk had circulated the current Standing Orders and a proposed revised version of the Financial Regulations (based on the updated January 2016 National Association of Local Councils template). She explained the differences between the Council's current adopted Financial Regulations and the draft version were minor, but as the Standing Orders and Financial Regulations had to be reviewed and approved each year it was appropriate that this year's review be based on an updated model. The Clerk asked the Committee to consider recommending the adoption of the Standing Orders and Financial Regulations laid before the meeting to the Full Council. The Committee RESOLVED to recommend to Full Council that they be adopted.

**F17/20 Clerk's Report**

None.

**F17/21 Risk Assessment**

The committee has considered risk in control of the general finance, financial regulations and Governance by receiving the accounts, reconciliations and payments along with the standing orders

The next meeting shall be held on 5<sup>th</sup> September 2017

The meeting closed at 8.45pm

Signed \_\_\_\_\_  
Chairman

Date \_\_\_\_\_