

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE, HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 25TH FEBRUARY 2019

PRESENT: CLLRS A MULCUCK [Vice-Chairman], MRS J DEARDEN, MRS K DENNISON, J LOVER & MRS J THWAITES. [CLLRS MRS COOPER AND MRS THROSSELL ALSO IN ATTENDANCE AS OBSERVERS]
MRS N GREENAWAY [Clerk of the Council]

455. **OPENING OF MEETING**

The Vice-Chairman opened the meeting at 7.30pm.

456. **APOLOGIES FOR ABSENCE**

Apologies were **RECEIVED** from Cllr Porter. The previously notified reason for absence was recorded in the absence book ref 421 and **ACCEPTED** and **APPROVED**.

457. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

458. **FINANCE**(a) **Financial Analysis Month 9**

The Financial Analysis for Month 9, which had previously been **CIRCULATED**, was **READ** and **NOTED**.

The Vice-Chairman reminded members that the financial information is circulated in advance of the meeting and therefore any queries should be raised prior to the meeting to enable the administration staff to investigate and provide an accurate answer. He advised he had raised a query about the income from the parish dances and was informed that not all the proceeds had been banked by 31st December and would appear on the next financial analysis.

(b) **Budget Management Month 9 & Comparisons**

READ and **NOTED** that the Council is within budget at this point in the year.

459. **INVESTMENT**(a) **Report**

The current values were **READ** and **NOTED**.

(b) **Future Investment Management**(i) **Information from CCLA**

Information from CCLA, which had previously been **CIRCULATED** was **READ**. It was **NOTED** that they manage funds for many local authorities. The Clerk advised that the Council's accountants have suggested Rathbones as another possibility to manage the Council's investment. The Clerk will contact Rathbones for more information. It was **NOTED** that the Council had five months in which to find an alternative investment management company.

460. **GDPR – COUNCILLOR E-MAIL**

It was **NOTED** that at a recent T&M Area KALC meeting, members were informed that it would be best practice for each Council Member to have their own Council e-mail to fully comply with new data protection laws. If this is not done, then any personal information will need to be removed from everything that is circulated to Members. The Clerk advised she had sought advice from the Council's IT Support providers and they can supply each member with an email address for £3.40 per month. Cllr Mrs Dearden said that at the KALC meeting they were advised that the provision of email addresses would be in the region of £4.00 per person.

RESOLVED TO RECOMMEND THAT EACH MEMBER HAVE THEIR OWN EMAIL AND TO ACCEPT THE QUOTATION TO SUPPLY THESE AT £3.40 PER EMAIL ADDRESS PER MONTH.

461. **CLOSURE**

The meeting closed at 7.41pm.

Chairman
4th March 2019