

MINUTES OF THE FINANCE & EMERGENCY COMMITTEE MEETING held on Monday 13th May 2013 at 7.45pm at Haddenham Library, Station Road, Haddenham, Cambs.

Attendance: Cllrs Fairchild, Lyon, Parr, Smith, Tindall and G Wilson

1. ELECTION OF CHAIRMAN

Cllr Fairchild proposed and Cllr Parr seconded that Cllr Lyon should be elected as Chairman. Motion carried unanimously.

2. MINUTES OF THE LAST MEETING having been circulated to all members were taken as read. Cllr Fairchild proposed and Cllr Parr seconded that the minutes should be signed as a true record of the meeting. Motion carried unanimously.

3. MATTERS ARISING (For Information Only)

There were none.

4. APOLOGIES FOR ABSENCE

There were none.

5. DECLARATIONS OF INTEREST

There were none.

6. PUBLIC PARTICIPATION

There were no members of the public in attendance.

7. ACCOUNTS UPDATE

Following the year-end 2012/13 there had been a shortfall in some of the budget headings. Cllr Tindall proposed and Cllr G Wilson seconded that the following actions should be taken to address this:

- Transfer £3700 from Burial Areas to Green Areas Maintenance (Groundsman)
- Transfer £250 from General to Section 137
- Staff and Road Safety leave as it stands

Motion carried unanimously.

Cllr G Wilson proposed and Cllr Parr seconded that in the new 2013/14 Accounts a separate cost centre should be created for Bins & Litter Picking instead of it being listed under General. Motion carried unanimously.

A comprehensive list of assets will be drawn up in the near future.

8. RISK ASSESSMENT & MANAGEMENT 2013/14

Cllr Lyon and the Clerk had drawn up a revised risk assessment and this was presented to the committee. Cllr Parr proposed and Cllr Tindall seconded that subject to the addition of Aldreth Village Centre under Asset Risks – Equipment, the draft document should be recommended to Full Council for adoption. Motion carried unanimously.

9. MATTERS TO REPORT

Cllr Parr advised that repairs and cleaning were required to the outside toilets at the Pavilion. The Clerk will arrange the repairs and Cllr Tindall will organise the cleaning.

A quote is being sought for a timer switch to regulate the hot water tanks at the Pavilion.

