

**SHADWELL PARISH COUNCIL**  
**DRAFT MINUTES OF THE FINANCE COMMITTEE MEETING**  
**Monday 21<sup>st</sup> October 2019**  
**(Subject to confirmation)**

**Committee Members:** Debbie Potter (DP) (Chairman) (Present)  
Norman Taylor (NT) (Apologies)  
Vidya Venkatesh (VV) (Apologies)  
Nirmal Tulwa (NT2) (Present)  
Geoffrey Wilson (GW) (Present)

**In attendance:** The Clerk.

*The Chairman opened the meeting at 7:01pm.*

- 12/19 **Apologies for absence** - apologies were received and accepted from NT and VV.
- 13/19 **Declarations of disclosable pecuniary or other interests** – none.
- 14/19 **Questions from members of the public** – none.
- 15/19 **Minutes** – the minutes of the meeting held on 22<sup>nd</sup> July 2019 were approved. The minutes of the meeting held on 29<sup>th</sup> April 2019 were deferred to the January meeting.
- 16/19 **Matters outstanding and Clerk's report** – no matters outstanding and nothing new to report.
- 17/19 **Committee Terms of Reference** – reviewed and agreed without amendment.
- 18/19 **Quarter 2 Budget and Accounts** –the financial statements for Quarter 2 were examined. Minor amendments were agreed but no significant issues were raised. The bank reconciliation for September 2019 was checked and agreed to the relevant bank statement which was then signed by the Chairman.
- 19/19 **Grants** – no new grant requests received.
- 20/19 **Urgent matters that have arisen since the publication of the agenda and members' queries** - none.

*The Chairman closed the meeting at 7:20pm.*

The next Finance Committee meeting is scheduled for Monday, **6th January 2020** at 7:00pm in the Recreation Centre.

Signed ..... Chairman

Date .....