

## LITTLETON & HARESTOCK PARISH COUNCIL

### MINUTES OF FINANCE COMMITTEE MEETING HELD ON 1 MAY 2018

Those present: Mr J Biddlecombe, Mr P Cunningham, Mrs H Saunders and Mr C Tee (Parish Clerk)

1. **Apologies:** Ms K Learney and Mr G Sallis
2. **Disclosure of Interest:** None
3. **Minutes of previous meeting in March:** The minutes of the last meeting were presented and accepted. **It was proposed by Mr Cunningham and seconded by Mrs Saunders that these be accepted. RESOLVED - That the minutes of the meeting of 18 March 2018 be approved.**
4. **Review of Parish Council policy documents:** The annual review of the following policy documents was undertaken:

Financial Regulations  
Overall parish council risk assessment

Both documents were scrutinized and, with some small amendments to the overall risk assessment document were found to be satisfactory in their content. There was a question raised by Mrs Saunders over the use of email accounts by councillors and whether in view of the recent change in data protection rules councillors should continue to use their own private email accounts for council business. The Parish Clerk agreed that he would find out about this and suspected that it would be best practice for each councillor to have an official account for official business. Mr Cunningham then mentioned that the current level of money held in Lloyds bank £164,000 needs to be dispersed to avoid running the risk of not being covered in the event of a bank collapse. The Parish Clerk agreed to look into doing this to comply with these rules.

5. **Any Other Business:** No other business.