

**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE**  
**MEETING OF KEMPSEY PARISH COUNCIL.**  
**MONDAY 17<sup>TH</sup> NOVEMBER 2014 AT 7.30PM.**  
**AT KEMPSEY COMMUNITY CENTRE**

**PRESENT:** - Cllr. Michael (Chairman), Cllr Geens, Cllr. Bowley, Cllr Stevens, & Cllr Campbell & Cllr Gerrard (representing Community Centre)

**IN ATTENDANCE:** - Clerk

1. Apologies: Cllr Patrick (Personal) - accepted
2. Declaration of Interests:
  1. Register of Interests: Councillors were reminded of the need to update their register of interests.
  2. Disclosable Pecuniary Interests (DPI): None
  3. Other Disclosable Interests (ODI): None

<b>Public Question Time - None</b>
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3. Having been previously circulated, the minutes of 30.07.14 were signed as a true and correct record. Cllr Geens highlighted that the Clerk should hold the master electronic files of all policies and procedures. This will enable changes to be updated as and when agreed by the Council currently planning retention policy period uplifted from 3-5 years and to state payment of utility bills can be paid via direct debit.
4. A preliminary budget for F&GP Committee for Financial Year 2015/16 was set.
  - The proposed income for 2015/16 is £45,105
  - Staff Costs for 2015/16 of £51,228
  - Finance & General Purposes Expenditure £46,217
5. The sections of the Asset Register relevant to this Committee were reviewed. There were no changes to make.

Action by

**SCHEDULE OF FIXED ASSETS FOR KEMPSEY PARISH COUNCIL**

	Description	Disposal	Acquired	Value	Revised Value
17	Chairman's Chain of Office			£200.00	200.00
18	Website			£1,500.00	1,500.00
19	Laptop		Aug-13	£600.00	600.00
20	New IT Equipment (Office Computer)		Apr-12	£3,000.00	3,000.00

Meeting Closed at 8.53pm  
 Sharon Baxter  
 Clerk

Signed ..... Chairman ..... Date