

Minutes of a meeting of the Bicester Town Council Finance Committee held on **Tuesday 12<sup>th</sup> December 2017** at **The Garth, Launton Road, Bicester OX26 6PS** at **8pm** for the transaction of the following business.

**Present:**

Cllr David Magee – Chairman  
 Cllr Jolanta Lis  
 Cllr Richard Mould  
 Cllr Lynn Pratt - substitute  
 Cllr Jason Slaymaker

**In attendance:**

Samantha Shippen – Chief Officer  
 Angie Suter - Administrator

Minute No.	Agenda No.	MINUTE																																																
295/1718	1	<p><b>APOLOGIES FOR ABSENCE</b></p> <p><b>RESOLVED</b> that apologies be received from Cllr Melanie Magee, Cllr Les Sibley, Cllr Lawrie Stratford, Cllr Rose Stratford.</p>																																																
296/1718	2	<p><b>DECLARATIONS OF INTEREST</b></p> <p>No declarations of interest were received.</p>																																																
297/1718	3	<p><b>MINUTES</b></p> <p><b>RESOLVED</b> to confirm the minutes of the Finance Committee meeting held on:</p> <p><b>FIN02/1718 Tuesday 5<sup>th</sup> September 2017</b></p>																																																
298/1718	4	<p><b>PUBLIC SESSION</b></p> <p>There were no members of the public in attendance.</p>																																																
299/1718	5	<p><b>GRANT AID</b></p> <p><b>RESOLVED</b> that Committee <b>AGREE</b> to grant Forget Me Not (Bicester) Ltd the full sum of £500.</p>																																																
300/1718	6	<p><b>FINANCE REPORT</b></p> <p><b>RESOLVED</b> that the Committee <b>NOTE</b> the report and income, expenditure and exceptions and approved the payments as follows:</p> <table border="1"> <thead> <tr> <th><u>Date</u></th> <th><u>Pq ended</u></th> <th><u>Amount</u></th> <th><u>Officer</u></th> <th><u>Councillor</u></th> <th><u>Councillor</u></th> </tr> </thead> <tbody> <tr> <td>19/09/17</td> <td>2015</td> <td>£12,329.58</td> <td>S Shippen</td> <td>R Stratford</td> <td>R Mould</td> </tr> <tr> <td>03/10/17</td> <td>2021</td> <td>£36,396.43</td> <td>S Shippen</td> <td>L Pratt</td> <td>R Mould</td> </tr> <tr> <td>20/10/17</td> <td>2025</td> <td>£11,072.66</td> <td>S Shippen</td> <td>L Sibley</td> <td>R Mould</td> </tr> <tr> <td>06/11/17</td> <td>2029</td> <td>£12,437.37</td> <td>S Shippen</td> <td>L Pratt</td> <td>R Mould</td> </tr> <tr> <td>23/11/17</td> <td>2033</td> <td>£8,194.75</td> <td>S Shippen</td> <td>L Pratt</td> <td>R Mould</td> </tr> <tr> <td>07/12/17</td> <td>2038</td> <td>£15,299.06</td> <td>S Shippen</td> <td>R Mould</td> <td>L Pratt</td> </tr> <tr> <td>07/12/17</td> <td>2039</td> <td>£190,439.29</td> <td>S Shippen</td> <td>R Mould</td> <td>L Pratt</td> </tr> </tbody> </table>	<u>Date</u>	<u>Pq ended</u>	<u>Amount</u>	<u>Officer</u>	<u>Councillor</u>	<u>Councillor</u>	19/09/17	2015	£12,329.58	S Shippen	R Stratford	R Mould	03/10/17	2021	£36,396.43	S Shippen	L Pratt	R Mould	20/10/17	2025	£11,072.66	S Shippen	L Sibley	R Mould	06/11/17	2029	£12,437.37	S Shippen	L Pratt	R Mould	23/11/17	2033	£8,194.75	S Shippen	L Pratt	R Mould	07/12/17	2038	£15,299.06	S Shippen	R Mould	L Pratt	07/12/17	2039	£190,439.29	S Shippen	R Mould	L Pratt
<u>Date</u>	<u>Pq ended</u>	<u>Amount</u>	<u>Officer</u>	<u>Councillor</u>	<u>Councillor</u>																																													
19/09/17	2015	£12,329.58	S Shippen	R Stratford	R Mould																																													
03/10/17	2021	£36,396.43	S Shippen	L Pratt	R Mould																																													
20/10/17	2025	£11,072.66	S Shippen	L Sibley	R Mould																																													
06/11/17	2029	£12,437.37	S Shippen	L Pratt	R Mould																																													
23/11/17	2033	£8,194.75	S Shippen	L Pratt	R Mould																																													
07/12/17	2038	£15,299.06	S Shippen	R Mould	L Pratt																																													
07/12/17	2039	£190,439.29	S Shippen	R Mould	L Pratt																																													

Minute No.	Agenda No.	MINUTE
301/1718	7	<p><b>BANK BALANCES</b></p> <p><b>RESOLVED</b> that the Committee <b>NOTE</b> the report detailing bank balances and Cllr Mould verifies the bank statements.</p>
302/1718	8	<p><b>INVESTMENTS</b></p> <p><b>RESOLVED</b> that the Committee:</p> <p><b>AGREE to approve the removal of a sum to CCLA up to £2M, look at a range of high street banks to access best rate of interest and bring back to committee by March 2018.</b></p>
303/1718	9	<p><b>FORWARD PLAN</b></p> <p><b>RESOLVED</b> that:</p> <p>Review of Internal Audit contract be removed as a new audit company has now been appointed.</p>
304/1718	10	<p><b>DATE OF NEXT MEETING: Monday 19<sup>th</sup> March 2018, 7pm</b></p> <p><b>CLOSE OF MEETING: 20:30pm</b></p>