



Darley Dale Town Council

The Lady Whitworth, The Whitworth, Station Road, Darley Dale, Derbyshire DE42EQ

Town Clerk: Ian Adkin

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Minutes of the Finance Advisory Committee held in the Lady Whitworth on the 20th of July 2022

Present: Councillors Farmer, Long and Oakley and Town Clerk Ian Adkin. Councillor Ian Walker was present as an observer.

1. **Election of Chair** – Cllr Oakley was elected as Chair for 2022-23
2. **Apologies for Absence** - None
3. **To Consider any Variations to the Order of Business** - None
4. **Declaration of Member's Interests**
 - *Cllrs Oakley, Long and Farmer have declared interests as members of the Whitworth Trust.*
5. **Exclusion of Press and Public** - None
6. **Public Participation** None
7. **Terms of Reference**
 - It was RESOLVED to approve the Committee's Terms of Reference Meetings should be held quarterly in the week prior to the Council Meeting though a monthly "placeholder" would be helpful. Clerk to arrange.
8. **Brief summary of Clerk's Office Financial Management Processes**
 - The paper setting out the process for financial management was noted
9. **Pre-payment card for use by Clerk's Office**

This was proving difficult. All suppliers approached so far dealt in bulk with minimum numbers of cards and individual cards could only be issued to individuals and not organisations. A DALC "Round Robin" had confirmed that the majority of Councils were asking Clerks or Councillors to buy items and claim the money back. Cllr Walker asked about petty cash.
10. **Review of 22-23 Budget Allocations**

The meeting went through the individual budget allocations and made a series of recommended changes which will be presented for consideration at the August Council meeting.
11. **Date of the next meeting** – 10th October 2022 at 7pm