

Minutes of the Finance Committee meeting held on Thursday 23rd June 2005

Present: Cllrs. Crafter, Hildrew, Martin and Page - Chairman

Apologies: None

In attendance: The Clerk

1. Job description of the Responsible Finance officer

The draft job description was discussed and a few minor amendments were made to it.

2. Terms of reference and Standing Orders

The draft of the term of reference was discussed and agreed. In Standing Orders –two minor changes are required – the deletion of Election of Treasurer 9 (f) and change of Treasurer to RFO 30 (ii).

Recommended: that the proposed Job Description, revised Terms of Reference of the Finance committee and amendments to Standing Orders be approved.