

Minutes of the Meeting of the Finance, General Purposes & Administration Committee held on Tuesday 11 August 2015 at The Council Offices, Post Office Road at 7.15pm.

Present: Cllr S Payne, Cllr C Davey, Cllr K Hathaway, Cllr B Anderson,

In attendance: Sarah Bristow (Clerk) & Cllr B Hopkins

976 Apologies for absence

It was resolved to accept apologies from Cllr Green & Cllr V Brundle.

977 Declarations of interest

No Declarations of Interest received

978 Insurance Policy

The Clerk had previously sent round the quotes received. After discussion **It was resolved for the council to accept the quote from Zurich for a three-year deal and for the Clerk to make the payment electronically tomorrow.**

979 Village Voice

Cllr Payne advised that Steve Davis had stood down as Editor due to ill health. Cllr Bubb had agreed to undertake the next edition but was unsure if he could complete the Christmas Edition. Cllr Payne advised that Cllr Bubb will not let the magazine not go ahead but would prefer someone to take over putting the magazine together. Cllr Payne advised that she was going to undertake some publisher training with the Administrative Assistant and the Clerk so that the Administrative Assistant will in time be able to take over the putting together of the magazine. Cllr Payne advised that the Administrative Assistant would need a further two hours a week to achieve. Cllr Davey agreed to join the Committee to help out with the Editorial side. **It was resolved for the data stick from Steve Davis with all the old Village Voices on is copied onto the laptop and two base machines.**

980 Website

The Clerk advised that she had received three quotes. Cllr Hathaway advised that she had been looking on the net and had come across www.parishcouncil's.net which is like a wizard for making and hosting Parish websites. **It was resolved for everyone to look at this site, and whippet and come back with comments.**

981 Items for inclusion at the next meeting

Mazars
Dual Transactions.

982 Date and time of next meeting

Monday 7 September 2015 at 7.15pm at the Parish Office.

With no further business the meeting closed at 7.50pm.