

DUNNINGTON PARISH COUNCIL
FINANCE, STRATEGY AND AUDIT COMMITTEE

Chairman: Cllr Andrew Dykes Clerk: Jessica Bedford Tel: 07562 333508

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Minutes of the Meeting of the Committee held at The Tower Room, St Nicholas Church, Dunnington on Tuesday 3rd May 2022 at 10.30am

Present: Cllrs Dykes (chairman), Cllr Brooks, Cllr Turnbull and Cllr Jackson

1 FORMALITIES

- 1.1 No apologies were received
- 1.2 No apologies were received
- 1.3 It was resolved to approve the previous meeting minutes from 4th April 2022
- 1.4 No declarations of Interest were received.

2 EXCLUSION OF PRESS AND PUBLIC

The committee will resolve to exclude the press and public, from the meeting for any item where the publicity of the matter being prejudicial to the public interest or by reason of the confidential nature of the business to be transacted or for other special reasons

It was resolved to exclude the press and public from items 7, 8 and 10

3 PUBLIC PARTICIPATION

No members of the public were present

4 BUDGET

- 4.1 It was resolved that the Clerk will present the budget for monitoring at the July Finance, Strategy and Audit Committee meeting.

It was resolved that the Clerk will add a specific cost code to the budget for the Jubilee events receipts and payments.

5 CEMETERY RATES

- 5.1 A discussion took place on the possible future costs of the cemetery

6 INTERNAL AUDIT

- 6.1 The committee received an update from the Clerk on the recent internal audit. The report will be distributed to the Parish Council as soon as it is available. It was resolved that the Clerk will obtain the external auditors advice in relation to the AGAR figures.

It was resolved that Cllr Dykes will speak to the Chairman of the In Bloom group with a view to Cllr Dykes and the Clerk attending their next meeting on the 31st May 2022.

7 ANNUAL REVIEW OF PC DOCUMENTS

- 7.1 It was resolved that the Clerk would create a list of must have policies for the next meeting. It was agreed that the Clerk will try to action each policy requiring revision to a specific person
- 7.2 It was resolved that Cllr Turnbull will update the risk assessment with up to date tree information and then pass it on to the Clerk. The Clerk will then assess who else needs to review additional sections.

8 UNITY BANK

- 8.1 It was reported that due to other commitments no action had been taken in respect of this matter yet.

9 FINANCIAL REGULATIONS

- 9.1 It was resolved to have one Councillor for the full financial year
It was resolved that the Clerk will prepare an internal control checklist
It was resolved to include the matter on the next Parish Council meeting agenda

10 FINANCIAL APPROVALS/AUTHORISATION

- 10.1 No receipts or payments were presented for authorisation
- 10.2 It was noted that In Bloom team are working with the Wicker Horse designer to arrange some repairs.
It was noted that the fence at the Railway bridge has been reported to CYC for repair.
- 10.3 It was resolved to approve the VAT return for PC submission with the addition of two further invoices.

11 AOB

Next Meeting 6th June 2022 at 10.00am