

**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 Monday 6th June 2022 at 10.00am**

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

**1 FORMALITIES**

**1.1 The committee to receive apologies for absence given in advance of the meeting**

No apologies were received

**1.2 The committee to consider the approval of reasons for absence**

No apologies were received to consider

**1.3 Previous meeting minutes to be approved**

It was resolved to approve the previous meeting minutes from the 3<sup>rd</sup> May 2022

**1.4 Declarations of Interest**

Cllr Brooks declared a personal interest in item 7. Cllr Dykes declared an interest in item 7 but holds a dispensation for a period of 4 years in relation to the matter

**2 EXCLUSION OF PRESS AND PUBLIC**

It was resolved that the press and public would not be excluded from any items on the agenda

**3 PUBLIC PARTICIPATION**

No members of the public were present

*The Clerk left the meeting*

**4 PARISH CLERK TIMESHEET**

**4.1 To consider the Parish Clerks timesheet and hours worked**

It was resolved to pay additional training and travel hours as well as additional hours under other discretionary

It was resolved that the Clerk will present their timesheet to the Finance, Strategy and Audit Committee on a monthly basis

*The Clerk returned to the meeting*

## **5 CEMETERY**

### **5.1 To consider cutting a path to all sides of the field**

It was resolved to approve one cut at a cost of £92 excluding VAT, to allow volunteers to tend to the hedges

*Local Government Act 1972, s214*

### **5.2 To consider the cost of the provision of a scale drawing for the Cemetery (phase 2) planning application at no more than £500.00 ex vat**

It was resolved that Cllr Jackson will make enquiries with a local company and obtain a quotation if possible

It was resolved to approve expenditure of up to £500.00 excluding VAT if required

*Local Government Act 1972, s214*

## **6 INTERNAL AUDIT**

### **6.1 To receive and consider the internal auditors report for 2021/22 and any actions required**

It was resolved to recommend to the Parish Council a yes response to all questions within section 1 of the Annual Governance Statement apart from question 9 which should be shown as not applicable

It was resolved that the Parish Clerk will create an action plan from the internal audit report

It was resolved to include 'governance' as a committee standing agenda item to ensure ongoing monitoring of the auditors suggested actions

## **7 BULL BALKS**

### **7.1 Miscellaneous expenses relating to the proposed BB purchase**

It was noted that the Bull Balks working group can put together a package of costs to be presented to the Parish Council. At that time the Committee will then be able to assess the costs in relation to the budget

It was resolved that no areas will be actioned until the Parish Council receives a response from the sellers

## **8 FINANCIAL APPROVALS/AUTHORISATION**

### **8.1 To note the receipts presented and consider the payments presented for authorisation**

See appendix 1

### **8.2 To receive and consider quotes for work/services**

It was resolved that the Clerk will obtain a quote for the bench approved at item 83 of the Parish Council minutes

It was resolved that Cllr Brooks will discuss Diamond Jubilee memorial requests with the WI and Cllr Turnbull will discuss tree options with them if required

**9 AOB**

It was noted that Cllr Shaw, Cllr Dykes and the Parish Clerk attended the last In Bloom meeting

Next Meeting 6<sup>th</sup> July 2022 at 10.30am

## Appendix 1

5 June 2022 (2022 - 2023)

### Dunnington Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
54	In Bloom Expenditure	06/06/2022	103660	Lawnmowers	Mower Magic Ltd	S	898.34	179.67	1,078.01
55	Allotment - Grass/Hedge Cutting	06/06/2022	103661	Petrol	Richard Tatham	S	20.62	4.12	24.74
<b>Total</b>							<b>918.96</b>	<b>183.79</b>	<b>1,102.75</b>