

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 on Monday 6 February 2023 at 11.30am**

Present: Cllrs Dykes (chairman), Cllr Brooks, and Cllr Shaw

1 FORMALITIES

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

Apologies were received from the Parish Clerk, Cllr Jackson and Cllr Turnbull.

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

The committee resolved to approve the reasons for absence.

1.3 To receive and approve the Minutes of the Committee meeting held on the 5th January 2023.

It was resolved to approve the minutes of the meeting at the next FSAC meeting on 6 March 2023.

1.4 To receive any declarations of interest.

None.

1.5 To consider any written dispensation requests received by the Proper Officer.

None received.

2 EXCLUSION OF PRESS AND PUBLIC

It was resolved that the press and public would be excluded from item 11.1 on the agenda.

3 PUBLIC PARTICIPATION

No members of the public were present.

4 PARISH CLERK TIMESHEET

4.1 To consider the Parish Clerks timesheet and hours worked.

The latest submission was acknowledged and will be considered at the end of the financial year.

5 GOVERNANCE

5.1 To consider the action plan and any governance issues.

The following items were resolved:

To request In Bloom to review this month the asset schedule (items and values) as shown on the Parish Council website. The Parish Clerk to action.

To acknowledge that In Bloom are preparing their risk assessment for consideration by the Parish Council.

To request In Bloom to provide a list, together with contact details, of all the volunteers for insurance purposes prior to preparing and entering into a signed

formal Volunteer Agreement with each In Bloom volunteer. The Parish Clerk to action.

6 BUDGET 2023-2024

6.1 To provide an update and agree any outstanding actions.

To write to the Reading Room and Scouts and Guides regarding ceasing the annual capital reserve contribution, at the cap of £5k by each party, until such time as funds may be drawn down for such works. The Parish Clerk to action.

7 PLAY PARK

7.1 To provide an update and agree any outstanding actions.

As the PFA is unable to provide someone to meet to discuss the proposal to transfer the responsibility of the Play Park from the PFA to the Parish Council it was agreed to proceed with preparing a draft agreement for consideration by both parties. It was also agreed to obtain a fee proposal from our solicitor to prepare the draft document based on the "outline" terms that had already been agreed in principle between the PFA and the Parish Council. Cllr Dykes to action.

8 NEIGHBOURHOOD PLAN

8.1 To provide and update.

The final "master" document is being finalised by our Planning Consultant prior to being sent to the printers. It is intended to be in a position by mid/late April this year to go out to consultation.

9 UNDERGATE FIELD

9.1 To review the rent for the field at the rear of the allotments.

It was agreed that the tenant should continue to pay £52.50 rent per annum in respect of 2022-2023 and that the rent should increase to £55.00 per annum for 2023-2024.

10 UNITY BANK

10.1 To consider the unity bank application.

No update was available.

11 FINANCIAL APPROVALS/AUTHORISATION

11.1 To receive and consider any quotes for work/services.

It was resolved to approve a spend of £120.00 to repair the grass verges on Church Street and Church Lane.

It was resolved to approve a spend of £270 on the annual In Bloom flyer.

11.2 To note the receipts presented and consider the payments presented for authorisation.

None.

12 AOB

None.

Next Meeting: 6 March 2023 at 11.30 am at the Tower Room, St Nicholas Church, Dunnington.

DRAFT