Dunnington Parish Council

FINANCE, STRATEGY AND AUDIT COMMITTEE

Finance, Strategy and Audit Committee Meeting
Wednesday 6th May 2026 at 7.00pm
Held in the Tower Room, St Nicholas Church, Dunnington YO19 5NB.

MINUTES

Present Cllr Dykes (Chair), Cllr Ruston, Cllr Jackson, Cllr Shaw, Cllr Major, The Clerk
Apologies Cllr Anderson

F26/5/1 - Formalities

1.1 Cllr Anderson gave his apologies for absence given in advance of the meeting.
1.2 The Minutes of the Finance Committee meeting held on Monday 2nd March 2026 were agreed as a true and accurate record.
1.3 No declarations of interest not already declared under the Council's Code of Conduct or a member's Register of Interests received.
1.4 No dispensation requests were received.

F26/5/2 - Exclusion of the Press and Public

To resolve any agenda items requiring 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.) Items excluded F26/5/4, F26/5/12

F26/5/3 - Public Participation

No members of the Press or public were present.

F26/5/4 - Finance

4.1 The Bank Reconciliation of £133,017.71 for March 2026 was noted.
The Bank Reconciliation of £166,525.51 for April 2026 was noted.

4.2 It was agreed to move the Double Taxation monies into appropriate areas of the Reserves
In Bloom £594.77
Allotments £180.00
Playpark £10,263.29
£1,665.00 Neighbourhood plan

F26/5/5 - Insurance

An update regarding the Village Cross application was provided by Cllr Dykes. The application has been paused pending the provision of further information to CoYC. Cllr Dykes will draft a response and the Clerk will response back to challenge CoYC on the requested excessive further information as these would incur extra costs.

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F26/5/6 – Playpark

6.1 Agreed to take old signage down and replace with extra signage. Quotes to be obtained and bring back to full council next Monday.

6.2 Agreed to accept the quotation for the supply and repair of the Birds Nest, as the council expressed concerns regarding the purchase of equipment required to carry out the repair internally. Due to health and safety considerations, along with potential liability risks, it was considered inappropriate for the council to undertake the repairs themselves.

F26/5/7 – Policies and Procedures

7.1 A discussion took place regarding the review of council policies. It was agreed, as advised by the Clerk, that all statutory policies will be updated for consideration at the Full Council Meeting in May. Following this, best practice and other non-statutory policies will be reviewed after this date.

The CCTV Policy was approved.

Cllr Shaw noted that the current Risk Assessment Policy, as highlighted by the auditor, was inadequate and could be improved or potentially incorporated into another policy. The Clerk advised that some policies could be merged, and this would be explored further for the June meeting.

Cllr Jackson advised that she was willing to assist, and Cllr Shaw also offered support in obtaining the master copies of the policies.

F26/5/8 - Scouts and Guides

The additional insurance requirement for the Scouts and Guides Hut under the Council's policy was considered. It was agreed that the Council will obtain updated costings and review them again, with a view to approval when the Scouts and Guides insurance is due for renewal in September.

F26/5/9 – Cloud storage

Microsoft cloud provision for data uploads on the Clerks computer was approved at a rolling cost of £10.49 per month – clerk to claim reimbursement until the Unity Bank Card is available.

F26/5/10 – Agar

The AGAR documentation was agreed to recommend to Full Council at the Annual Parish Meeting next week.

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F26/5/11 – Parish

11.1 Neighbourhood Plan
Cllr Dykes advised that the funds held in reserves should be sufficient to cover the cost. He will recommend to Full Council that the application be taken forward and progressed to completion. However, he noted that support will be required from the Clerk, and that other councillors will also need to assist in progressing the application through to completion. Cllr Major volunteers to assist by proofreading relevant documents.

11.2 Parish Land

Cllr Dykes and the Clerk have arranged a meeting with the solicitor to continue the process of registering the Parish Land, picking up the work from where it was paused a few years ago. It was also noted that any newly identified parcels of land should be included, with Cllr Dykes emphasising the importance of ensuring all council assets are properly registered.

All councillors agreed to progress this work. It will be formally noted at the next Full Council meeting, with a further update to be provided in June.

F26/5/12 – Financial Approvals/Authorisations
12.1 Quotes for Work/Services

a. Thompson Timber works Nest Repair £380+VAT **APPROVED**

12.2 Payments for Approval

a. £158.08 Autela Payroll **APPROVED**
b. £5406.00 Lewis Tree Surgery **APPROVED**
c. £480.00 Elkerlodge Services Ltd – Internal Audit **APPROVED**
d. £200.00 T Weston Honorarium Hassacarr **APPROVED**
e. £5.97 Clerk – Paper envelopes **APPROVED**
f. £50.00 A P & M W Allotment Bond Return **APPROVED**
g. £50.00 E J A Allotment Bond Return **APPROVED**
h. £1177.37 Clerk Wage **APPROVED**

h2. £15.03 York Consortium Drainage Boards **APPROVED**

i. £903.00 YLCA Membership 26/27 **APPROVED**
j. £10.49 Clerk - Microsoft Cloud **APPROVED**
k. £1335.64 Bryan Crow – Lawnmover Repairs **APPROVED**
l. £1430.40 Kelida – reissued **APPROVED**
m. £22.00 I & B H (Allotment sundries) **APPROVED**
n. £1017.00 Clerk – Benches x 3 – Repay **APPROVED**

12.3 Direct Debits to Note for April – **ALL NOTED**
£17.95 Unity Bank Charges
£33.63 City of York Council Waste
£74.62 Garage Rent
£91.00 Nest Pension
£812.32 HMRC

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12.4To note Payments received in April **ALL NOTED**
£12,703.06 Double Taxation
£27,582.50 CYC Precept
£585.00 Cemetery Charges
£325.00 Cemetery Charges
£1,065.00 In Bloom Donations
£779.00 Allotment Rent Payments

F26/5/13 – Next Meeting Date
The next meeting will be Monday1st June 2026 at 7pm in The Tower Room, St Nicholas Church

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