Dunnington Parish Council

Notice of meeting

Finance, Strategy, and Audit committee: Monday 2nd November 2026

Time: 7.00 pm

Venue: The Tower Room, St Nicholas Church, Dunnington

All members of the Council are hereby summoned to attend the **FINANCE, STRATEGY, AND AUDIT COMMITTEE MEETING OF DUNNINGTON PARISH COUNCIL** for the purpose of transacting the business as set out below.

Under the Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100 if any members of the public wish to attend and make a statement or raise a question at the meeting, they should contact the Clerk before the meeting email parish.clerk@dunningtonparishcouncil.gov.uk or phone 07599 226770.

Georgina Berry
Parish Clerk
29th October 2026

7:00pm Public Participation

This section (at the Chair's discretion may last up to 20 minutes) is not part of the formal meeting of the Committee and minutes will not be produced. At the close of this item, members of the public will no longer be permitted to address the Committee unless invited to do so by the Chair.

AGENDA

20/26. Welcome and to receive **apologies** for absence.

21/26. To receive any **declarations of Pecuniary and Non-Pecuniary Interests** pertaining to agenda items for this meeting.

22/26. **Dispensations** – The committee is asked to consider any dispensations the Clerk may have received from Councillors. *Dispensations must be received in writing before the start of the meeting.*

23/26. **Exclusion of the Press and Public**

The Parish Council may exercise their right to exclude the public and press by resolution from a closed meeting due to the confidential nature to be discussed pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

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PREVIOUS MEETING & MATTERS ARISING

24/26. **Previous Meeting Minutes:** To receive and sign the minutes of the Finance, Strategy and Audit Committee meeting held on Monday 7th October 2026.

25/26. **Matters arising:**

a. **Unity Bank Authorisations** – The committee is asked to note Georgina Berry has been added to the bank. The committee is asked to approve the removal of Sophie Durham from the accounts.
b. **Bank Statements** - Council is asked to note that the clerk has moved to online statements only until a permanent address for the council is decided upon.
c. **Bank card restrictions** – The committee is asked which, if any, restrictions it wishes to place on the bank card usage.
d. **Previous financial approvals** – Full council approved £360 to Elkerlodge services ltd for the annual audit (*see minute PC/26/4/14.1*). This may not be enough. Council is asked to approve an additional £160.00 if required.
e. **Cemetery bench** – Committee is asked to note that the previously approved cemetery bench has been ordered at a cost of £785.00 (Ex. VAT) (*see minute PC 26/4/9.1*)

PAYMENTS

Dunnington Parish Council Financial Regulations state that payments below £500.00 (ex VAT) can be approved by the clerk. Payments between £501.00 and £5,000.00 must come to the Finance committee for approval. Payments over £5,001.00 go to Full Council for approval.

26/26. **Payments under £500:** Councillors are asked to **note the payments** (ex VAT) *totalling £400.94 (ex.VAT)*

Authority	Payee	Description	Net	VAT	Gross
		Payments under £500.00			
	G Berry	Stationery	£18.58	£3.72	£22.30
	G Berry	October salary			
	S Durham	October salary			
	One of a Kind	Letterbox (provisional on FC approval)	£45.62	£8.33	£53.95
	S Durham	Microsoft subscription - October	£8.74	£1.75	£10.49
	M Ruston	Postage	£1.80	£0.00	£1.80
	S Durham	Mobile phone top up – ONLY IF 33/26 is refused or referred	£8.00	£2.00	£10.00
	SLCC	iLCA qualification	£140.00	£28.00	£168.00
	Boswells skip hire	Skip Hire	£180.00	£36.00	£216.00
	St Nicholas Church	Room Hirex2 - November	£50.00	£0.00	£50.00

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27/26. **Direct debits and standing orders:** The committee is asked to note the following payments were paid with prior approval ***totalling £230.02 (Ex VAT)***

Authority	Payee	Description	Net	VAT	Gross
		Direct debits and standing orders			
LGA1972, s.142	CYC	Garage rent	£74.62	£0.00	£74.62
LGA1972, s.142	Nest	Pension contributions - October	£112.67	£0.00	£112.67
LGA 1972, s.214 (6)	CYC	Waste collection	£33.63	£0.00	£33.63
LGA1972, s.142	Unity bank	Service Charge	£9.10	£0.00	£9.10?

REVIEWS

28/26. **Budget reviews:** The committee is asked to review the Summary of Receipts and payments to date.

29/26. **Internal controls:** Councillors are asked to complete internal controls.

30/26. **Bank Reconciliations:** The committee is asked to note the bank reconciliations.

2027/28 BUDGET

31/26. Council is asked to consider, amend if necessary, and approve the **proposal from the Play Area Group**.

32/26. The committee is asked to approve a 36-month **mobile phone contract** for the clerk at a cost of £14 (ex VAT) per month and an £8.33 upfront cost. The cost includes a Samsung Galaxy A37.

33/26. **Payroll provision:** The committee is asked to consider moving provider. DPC currently pays £340.33 a year (£28.36 p/m). The clerk has received a quote for £240.00 a year (£20 p/m).

34/26. Council is asked to approve the **draft 2027/28 budget**.

35/26. **Date of next finance committee meeting**: Monday 7th December 2026 – 7:00pm – The Tower Room, St Nicholas Church.