

Dunnington Parish Council

Finance Strategy and Audit Committee

Definition

The Finance, Strategy and Audit Committee (FSAC) is formed by members of the Parish Council only.

Purpose

To support the full Parish Council in respect of finance, strategy and audit matters.

To maintain standards.

To demonstrate transparency.

To work and make decisions within the scope of the Parish Council Finance Regulations.

To work and make decisions within the scope of the Parish Council Standing Orders.

To manage the annual budget, accounting requirements and audits of the Parish Council.

To manage the documentation in respect of the rules/regulation/processes/policies of the Parish Council.

To determine strategy for submission to the Parish Council for consideration and approval.

Terms of Reference

The FSAC is formed of no more than five members from the Parish Council who will be appointed at the Annual Parish meeting.

A Chairman, and if deemed necessary a Vice Chairman, will be appointed at the Annual Parish meeting from one of the members of the FSAC.

The FSAC will meet a week before the monthly Parish Council meeting or at any other times as appropriate.

Notice of each meeting together with an agenda will be posted on the Parish Council notice board and website at least three clear working days in advance.

Members of the public will be allowed to attend the meeting.

The FSAC must be quorate with at least three members present at a meeting.

The Parish Clerk will attend meetings as the Responsible Financial Officer and to prepare the agenda and minutes.

Minutes will be taken as a record of each meeting and posted on the Parish Council website.

(May 2022)