

## Report on Finance Committee August 2020

Committee members: Jeremy Fox (Chair), Pam Cane, James Hargrave, Maureen John, Toni Wisbey

The Q&A for the meeting is available to view at: <https://www.stradbrokepc.org/finance-committee>

1. The Committee reviewed and approved the payments for July 2020 – as per the July 2020 schedule.
2. The first quarter accounts were reviewed. Councillors noted an increase in Legal Costs budgeted to cover the potential cost of the new lease for the Stradbroke Surgery.
3. Councillors reviewed the first quarter virement report and recommend this for approval at the full Parish Council meeting in August.
4. Councillors reviewed the PIIP, PIIP appendices and PIIP implementation plan and recommend these for approval at the full Parish Council meeting in August.  
The following comments were noted:
  - Maureen John identified a typing error in one of the tables which has been amended.
  - Pam Cane suggested that the Cemetery work on hedges/trees could be a higher priority level.
  - Toni Wisbey suggested a group of volunteers may be interested in helping at the cemetery.
5. Councillors reviewed the following policies and procedures and recommend them for approval at the full Parish Council meeting in August:
  - Statement of Internal control
  - Risk Assessment, including new Risk Assessment form for Councillor/Volunteer work

Councillors noted the:

- Play Park Risk Assessment Analysis produced following ROSPA inspection.
  - Councillors approved works to the trees at Westhall
  - Councillors noted that the self-closing mechanism on the gates needs to be repaired as soon as possible.

All financial reports, PIIP documents and policies/procedures can be viewed on the Parish Council website at: <https://www.stradbrokepc.org/documents>

6<sup>th</sup> July 2020