

## Minutes of Finance Committee Meeting

Held via Video Conference

Monday, 6<sup>th</sup> July 2020 starting at 7.00pm

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

In attendance: Odile Wladon (Clerk)

<b>FC.20.07.1</b>	The Chair welcomed all to the meeting and advised a recording of the meeting would be published on the Parish Council's Facebook page.
<b>FC.20.07.2</b>	<b>Absences</b> There were no absences
<b>FC.20.07.3</b>	<b>Declarations of interest</b> a) There were no Local Non-Pecuniary Interests declared b) There were no Pecuniary Interests declared c) There were no requests for Dispensations.
<b>FC.20.07.4</b>	<b>Minutes of meeting held 6<sup>th</sup> April 2020</b> The minutes of the meeting held 6 <sup>th</sup> April 2020 were approved as a true record of the business conducted.
<b>FC.20.07.5</b>	<b>Public Forum</b> There were no questions received from the public.
<b>FC.20.07.6</b>	<b>Payments for approval:</b> a) Councillors reviewed and approved the monthly payments as per the schedule appended to the minutes in the minute book. b) Councillors noted the receipts in month, including a £10,000 grant for the Shed User Group which has been paid into the Parish Council bank account pending the establishment of a User Group account.
<b>FC.20.07.7</b>	<b>1<sup>st</sup> ¼ Accounts:</b> Councillors reviewed the following documents and approved them for submission to the Parish Council: a) 1 <sup>st</sup> ¼ Reserved Fund virement report. b) 1 <sup>st</sup> ¼ Actual vs Budget
<b>FC.20.07.8</b>	<b>PIIP</b> Councillors reviewed and approved the following for submission to the full Council: a) PIIP plus appendices b) PIIP Implementation Plan 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.
<b>FC.20.07.9</b>	<b>Policies &amp; Procedures</b> Councillors reviewed and approved the following for submission to the full Council: a) Statement of Internal Control b) Risk Assessment including new Risk Assessment form for Councillor/Volunteer work. c) Play Park Risk Assessment – works required following ROSPA inspection. Tree works highlighted by ROSPA at Westhall were approved by Councillors. The self-closing mechanisms on the gates need to be repaired as soon as possible.
<b>FC.20.07.10</b>	<b>Date of next meeting:</b> tbc

Meeting closed: 19.57pm

Signed: \_\_\_\_\_