

**New Earswick Parish Council
Finance Committee
15 September 2016 16.00 hours**

Attending Councillors: Lorraine Frankland (Chairman) (LF)
Fiona Crawford (FC)
Nik Milner (NM)
Carol Runciman (CR)

Clerk/Minute Taker: Sally Bruckshaw (SB)

FC16.09.01 **Apologies for absence**

None.

FC16.09.02 **Declarations of interest**

None.

FC16.09.03 **To approve the minutes of the meeting held on 9 June, 2016**

The minutes of the meeting held on 9 June, 2016 were approved as a correct record and signed by the Chairman.

FC16.09.04 **To decide how to advise the full Council regarding any grant applications that had been received**

Community Action for Nature (CAN). An application for £1000 had been received. In view of the amount of funding requested, Members wished to seek additional background information.

FC16.09.05 **To carry out the annual review of the Council's Assets Register and arrange for an on-site inspection**

The Assets Register had been amended to take into account the current insurance value of individual items and the recommendation of the Internal Auditor relating to new purchases. A date was to be agreed for the annual on-site inspection.

FC16.09.06 **To review the Council's Financial Risk Assessment**

The document was to include reference to pension provision.

FC16.09.07 **To confirm the Council's amended Financial Regulations**

The amended document was considered. Additional wording was to be added to 3.3, that subject to discussion with the Chairman/Vice Chairman this sum could be exceeded if required. The document was to be issued to all Members for final approval.

FC16.09.08 **To consider the appointment of Payroll Providers and update on Workplace Pensions**

LF and SB had attended the seminar organised by YLCA (13.7.16). In view of the advice received, information had been sought from three payroll providers. Members agreed to recommend to full Council that a payroll provider should be appointed, as this would also provide additional governance protection. In addition the Parish Council should register with the Government pension scheme (NEST) at no cost. This pension facility could be reviewed at a later date, should circumstances change.

FC16.09.09 **Internal and External Audit Reports for the financial year 2015-16**

The written internal audit report had been received on 20.6.16. Members had been notified of the potential changes relating to Huntington Burial Authority arising from the Local Audit and Accountability Act 2014. The External Audit report was still outstanding.

FC16.09.10 **Telephone and internet provision for the Parish Council**

SB to seek an alternative provider, as the BT reduced price contract had now expired.

FC16.09.11 **To confirm the date and time of the next meeting of this Committee**

The date of the next meeting was changed to Wednesday, 30 November, 2016 at 16.00 hours. Provisional dates for 2017 were agreed as follows:-

2 March, 8 June, 7 September and 7 December.

The meeting closed at 17.00 hours.

Signed _____ Chairman 30 November 2016