

**New Earswick Parish Council
Finance Committee Minutes
21 June 2017 19.00 hours**

Attending Councillors: Carol Runciman (Chairman) (CR)
Fiona Crawford (FC)
David Moody (DM)

Clerk/Minute Taker: Sally Bruckshaw (SB)

FC17.06.01 **Election of Chairman for the meeting**

CR was elected as Chairman for the meeting.

FC17.06.02 **Apologies for absence**

None.

FC17.06.03 **Declarations of interest**

None.

FC17.06.04 **To approve the minutes of the meeting held on 13 March, 2017**

The minutes of the meeting held on 13 March, 2017 were approved as a correct record and signed by the Chairman.

FC17.06.05 **To review the Terms of Reference for this Committee**

The Terms of Reference for the Finance Committee were approved. It was noted that an additional Member needed to be appointed to the Committee.

FC17.06.06 **To decide how to advise the full Council regarding any grant applications that have been received**

A Toolbox Project. Following the additional information that had been received, it was to be recommended that a grant of £1000 be awarded.

B We are Theatre. Additional information had again been received. It was to be recommended that a grant of £400 be awarded. SB was to write to the group and confirm that in future they would need to provide more detailed financial information to support any grant applications.

C New Earswick Residents Forum. A grant of £200 was to be recommended.

D Friends of New Earswick School. The completed grant application form in support of this application was still outstanding.

FC17.06.07 **To examine the Internal Auditor's report and recommend to full Council any action considered necessary**

The annual internal audit had raised no matters of concern. The auditor had detailed the changes that would be required in connection with the Burial Authority for future audits. Members considered the action required by the three Parish Councils in membership of the Burial Authority. It was felt that a meeting should take place between the three Parish Councils and the Clerk to the Burial Authority to agree a way forward.

FC17.06.08 **To carry out the annual review of the Council's Financial Regulations**

The Financial Regulations were agreed.

FC17.06.09 **Folk Hall re-development - Parish Council office provision**

Members had been updated at the recent full Parish Council meeting regarding the financial implications of the changes to the office location during the work at the Folk Hall. The retention of Parish Council records was discussed.

FC17.06.10 **To confirm the time and date of the next meeting of this Committee**

The next meeting would be held on 7 September, 2017 at 19.00 hours at the Folk Hall. The December meeting would be changed to 4 December, 2017 at 15.00 hours at Tanner's Yard.

The meeting closed at 19.40 hours.

Signed _____ Chairman 7 September 2017

