

**New Earswick Parish Council
Finance Committee Minutes
4 October 2018 16.00 hours**

Attending Councillors: Carol Runciman (Chairman) (CR)
Fiona Crawford (FC)
Christine Durrant (CD)
Audrey Steel (AS)

Clerk/Minute Taker: Sally Bruckshaw (SB)

FC18.10.01 **Apologies for absence**

None.

FC18.10.02 **Declarations of interest**

None.

FC18.10.03 **To approve the minutes of the meeting held on 14 June, 2018**

The minutes of the meeting held on 14 June, 2018 were approved as a correct record and signed by the Chairman.

FC18.10.04 **To decide how to advise the full Council regarding any grant applications that have been received**

No applications had been received. The annual grant made to the Royal British Legion would be decided at the October meeting of the full Parish Council.

FC18.10.05 **To carry out the annual review of the Council's Assets Register and arrange for an on site inspection**

The insurance figures from the policy commencing in 2018 would be updated on the Register. A number of minor changes to office assets would be included (e.g. purchase of a replacement fridge). The unused manikan trainer, obtained as part of the defibrillator package had been transferred to a school. The £1 reference to Huntington Burial Authority would also be removed once confirmation of the legal status had been received from YLCA. CD agreed to carry out the annual review of the Council's external assets. The amended Register would be confirmed at the December meeting of the Finance Committee.

FC18.10.06 **To review the Council's Financial Risk Assessment**

The annual review of the Financial Risk Assessment took place. It was agreed to include the name of the payroll provider on the document.

FC18.10.07 **To examine the External Audit Report for the financial year 2017-18**

The external audit return had not been received until after the deadline. No matters of concern had been highlighted.

FC18.10.08 **Parish Council - Update on office provision**

A number of items were still awaiting attention by JRHT. It was agreed to retain the BT telephone forwarding to the mobile phone number for the time being.

FC18.10.09 **To confirm the date and time of the next meeting of this Committee**

The next meeting was to take place on Wednesday, 5 December, 2018 at 16.00 hours at the Folk Hall.

The meeting closed at 16.25 hours.

Signed _____ Chairman, 5 December, 2018