

**New Earswick Parish Council
Finance Committee Minutes
13 September 2023 15.00 hours**

Attending Councillors: Carol Runciman (Chair) CR
Christine Durrant CD
Roy Love RL

Apologies: Audrey Steel AS

Clerk/MinuteTaker: Sally Bruckshaw SB

FC23.09.01 **Notices of the Meeting, receipt of apologies and approving reasons for absence**

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The notices of the meeting had been posted on the Parish notice board and web site. The reason for absence was accepted.

FC23.09.02 **To receive declarations of interest on any items on the agenda**

None.

FC23.09.03 **To approve the minutes of the meeting held on 14 June, 2023**

The minutes of the meeting held on 14 June, 2023 were approved as a correct record and signed by the Chair.

FC23.09.04 **To decide how to advise the full Council regarding any grant applications that have been received**

There had been no new grant applications. It was noted that YLCA had circulated information (17.8.23) relating to support for the Royal British Legion. The Parish Council had made a donation of £300 in previous years. A wreath was also purchased and AS had represented the residents of the Parish at the annual ceremony.

FC23.09.05 **To receive the report from the External Auditor**

The external audit report had raised no matters of concern.

FC23.09.06 **Payroll provider - notification of changes to discount scheme From April, 2024**

The payroll company had notified a change to the way that charges for the service were to be administered. This continued to offer reductions if prompt payments were made.

FC23.09.07 **Review of Financial Regulations - change to procurement thresholds**

Following an update from YLCA, the Financial Regulations - Section 10.9 would be changed from a threshold of £25,000 to £30,000.

FC23.09.08 **Arrangement of external assets check and confirmation of portable electric items check**

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CD agreed to meet with SB to undertake the annual external assets check. The date to be agreed.

FC23.09.09 **Updated Model Publication Scheme**

Due to the new format of the New Earswick newsletter, notes from the Parish Council meetings were no longer included. The Model Publication Scheme document was to be updated to reflect this change and the new address of the Parish Council.

FC23.09.10 **To agree the date and time of the next meeting**

Two provisional dates for the next meeting were agreed - Friday, 15 December, 2023 and Wednesday, 10 January, 2024. The date would be confirmed depending on business for the meeting.

The meeting closed at 15.20 hours.

Signed _____ Chair 15 December, 2023