

**New Earswick Parish Council  
Finance Committee Minutes  
8 March 2023 15.00 hours**

<b>Attending Councillors:</b>	Carol Runciman (Chairman)	CR
	Christine Durrant	CD
	Roy Love	RL
	Audrey Steel	AS
<b>Clerk/MinuteTaker:</b>	Sally Bruckshaw	SB

FC23.03.01     **Notices of the Meeting, receipt of apologies and approving reasons for absence**

The notices of the meeting had been posted on the Parish notice board and web site. There were no apologies.

FC23.03.02     **To receive declarations of interest on any items on the agenda**

None.

FC23.03.03     **To approve the minutes of the meeting held on 11 January 2023**

The minutes of the meeting held on 11 January, 2023 were approved as a correct record and signed by the Chairman.

FC23.03.04     **To decide how to advise the full Council regarding any grant applications that have been received**

No further information had been received from York Inspirational Kids since the previous meeting.

An application had been received from JRHT towards the production of the New Earswick Annual and bi-monthly What's On publications. Members considered that the brochures could be produced in a more sustainable way e.g. reducing paper quality and including paid advertising. It was also noted that no printing/publication information was included which was a legal requirement. The application for £5200 was a large amount, a recommendation of £1000 was to be made to the main Committee meeting (Section 137). SB to also ask that the financial support be acknowledged on the publications.

FC23.03.05     **To review the Council's Grant Application form**

Amend the year and correct the new address details.

FC23.03.06 **To review the Council's Financial Agreement form**

Amend the year.

FC23.03.07 **Confirmation of the Section 137 figure for the financial year 2023-24**

The Section 137 figure for the next financial year had been confirmed as £9.93. With the latest register of electors figure (2072) the total that could be allocated would be £20574.96. £6000 had been allocated for grants in the budget used to determine the precept.

FC23.03.08 **To review the effectiveness of the Council's internal financial controls including audit arrangements for the financial year 2022-23**

No changes were to be made. The audit date had been confirmed for Wednesday, 26 April. RL agreed to attend the audit on behalf of Members.

FC23.03.09 **To review the Council's financial risk assessment**

It was agreed that the section concerning delegated responsibility should be retained with the reference to coronavirus being deleted.

FC23.03.10 **Confirmation of the External Audit arrangements for the financial year 2022-23**

PKF Littlejohn had been confirmed as the external auditors.

FC23.03.11 **To consider the salary and conditions of service of the Clerk/Responsible Financial Officer**

Conditions of Service - One additional days annual leave for the next financial year had been included as part of the revised National Joint Council agreement.

The requirements for eligibility to work in the UK had been confirmed and noted on the staffing file.

SB left the meeting whilst Members considered the request for a regrading.

Recommended regrading to Scale 23 from 1.4.23 plus working from home allowance.

FC23.03.12 **To agree the date and time of the next meeting**

A provisional date of Wednesday, 14 June was to be confirmed.

The meeting closed at 16.00 hours.

Signed \_\_\_\_\_ Chairman 14 June, 2023

