



CHURCHILL PARISH COUNCIL

FINANCE AND PERSONNEL COMMITTEE

Minutes of the meeting held on Monday 26th November 2018 at 7.30 pm

Present :-

Members of Committee:- Councillors Dev Clutterbuck, Jackie Bush, Alan Lovell, Ruth Bruton and Brenden Hill

Also present : Martin Dolton – Clerk of the Council

No members of the public were present

1819/FP/011 Apologies for absence.

None received

1819/ FP/012 To confirm and sign the minutes of the meeting held on 16th July 2018.

The minutes of the meeting held on 16th July 2018 were agreed and signed by the Chair of committee as a correct record.

1819/ FP/013 Declarations of Interest from Councillors.

NIL

1819/ FP/014 Public Participation

There were no members of the public present.

1819/FP/015 To review the budget / expenditure to date for 2018-19

Members had been in receipt of the latest update of spend vs budget for the current financial year.

Members worked through the detail, and after minor queries were raised were satisfied that the spend to date was within the budget.

RESOLVED :-

The spend vs budget for the current financial year is noted as being within budget and no issues to be reported.

1819/ FP/016 To consider the report of the Internal Auditor for the first half year.

Members had been in receipt of the report of the independent auditor who had conducted an audit earlier in November covering the period April to October 2018. No issues had been raised by the auditor.

RESOLVED :-

Members note the report of the internal auditor.

1819/FP/017 To consider the budget process and timetable for 2019/20.

The Clerk informed the members of the suggested timetable and process for setting the budget and precept requirement for the next (2019-20) financial year (meeting of this committee in early January 2018 once the Band D figure from NSC had been supplied).

1819/FP/018 To appoint the internal auditor for the 2019/20 Financial year.

Members considered a quote from B Bowen Auditors for providing independent audit services for the 2019-20 financial year.

RESOLVED :-

B Bowen Audit Services are appointed as independent internal auditors for the 2019-20 financial year.

1819/FP/019 To discuss the status of the council's asset register

Members considered the full asset register of the council which had been pre-circulated to all members. The Chair of the committee explained to members the regulations concerning the formulation of the register. It was agreed that some additions should be added to the register.

RESOLVED:-

The Parish Council has reviewed and updated the asset register of the council's assets.

1819/FP/020 To receive an update from the Clerk relating to staffing status / matters.

The Clerk updated members with the current workload and roles of staff members, expressing the view that there were no issues to report and the current staffing levels and arrangements appeared to be working well and meeting the needs of the council.

1819/FP/021 Matters For Information

None raised

There being no further business the meeting closed at 8.26pm.

- Next Scheduled Meeting : Monday 7th January 2019 (Budget Meeting) **AT 6.30PM**

Signed by Chair of Committee

Date