

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE
OF ARMTHORPE PARISH COUNCIL HELD IN ARMTHORPE
COMMUNITY CENTRE, WELFARE PARK, CHURCH STREET,
ARMTHORPE, ON TUESDAY, 31ST MARCH 2009

PRESENT:

Councillor D.P. Hill - In the Chair

Councillors A. Brown, A.J. Brown, M. Davison, P.J. Farrell, V. Jennings,
W.L. Moore and M. Pinkney.

APOLOGIES

Apologies for absence were received from the Chairman, Councillor
J.R. Armstrong, the Vice-Chairman, Councillor L.S. Dickman and
Councillors G.R. Hayes, I.P. Hutchinson, J.R. Lowndes, T.D. O'Connor
and S.A. Pickles.

27. APPOINTMENT OF CHAIRMAN

RESOLVED that Councillor D.P. Hill be appointed Chairman of the
meeting in the absence of the Chairman and Vice-Chairman.

28. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

No declarations were made at the meeting.

29. MINUTES

RESOLVED that the Minutes of the meeting of the Committee held on
27th January 2009 (copies of which had previously been circulated
to each Member) be approved as a correct record and signed by the
Chairman.

30. INTERNAL AUDIT

RECOMMENDED

- (1) it be noted that Members of the Committee had examined the
two petty cash books for the Community Centre and the
Community Centre Bar, including the receipts for the payments
made therefrom, since the last meeting of the Committee held
on 27th January 2009;
- (2) that the report of the Clerk setting out a review of the internal
audit of the Council's accounts be noted and
 - (a) the Audit Plan attached to the Clerk's report be adopted
for use by the internal auditor;
 - (b) the Council notes that the internal auditor last year
provided proof of her independence from both the
Parish Council and the Clerk;

Initials

- (c) the internal auditor be required to follow the Audit Plan recommended by the Committee;
- (d) the internal auditor submit a written report (together with the completed Audit Plan) for consideration by the Council with the draft year end final accounts;
- (e) the Committee annually reviews its system and the effectiveness of its internal control;
- (f) the Committee confirms it has reviewed its Financial Regulations and Standing Orders relating to Contracts.

31. GOVERNANCE AND ACCOUNTABILITY - RISK ASSESSMENTS

RESOLVED

- (1) that the risk management assessments 2008/09 (copies of which had previously been circulated to each Member) that had been prepared in accordance with the Local Councils' Governance and Accountability Guidance, be noted and approved; and
- (2) that the above risk management assessments be reviewed on the review dates stipulated therein (or earlier if required).

32. ASSETS REGISTER

RECOMMENDED that the contents of the Council's Assets Register (copies of which had previously been circulated to each Member) be noted and approved.

33. BAR PRICES

RESOLVED that the increased bar prices arising from increases in manufacturers/suppliers prices, be noted.

34. ANNUAL PAY AWARDS

RECOMMENDED that the action of the Clerk (after consultation with the Chairman and Vice-Chairman of the Committee) in paying arrears of pay arising from the outcome of the recent arbitration which has resulted in an overall increase of 2.75% based on the pay scales as at 1st April 2007, for the period 1st April 2008 to 31st March 2009, be approved.

35. EXCLUSION OF PRESS AND PUBLIC

RESOLVED that the press and public be excluded from the meeting during the discussion on the following items of business owing to the confidential nature of the same.

<i>Initials</i>

36. BAR STOCKTAKES

RESOLVED that the contents of the stocktake report for the Community Centre Bar for the period 9th January 2009 to 6th March 2009 (a copy of which had previously been circulated to each Member) be noted.

Signature