

TERLING AND FAIRSTEAD PARISH COUNCIL FINANCE COMMITTEE

Minutes of the Meeting of Terling and Fairstead Parish Council Finance Committee held at 7.00 pm on Monday 17th June 2019 at Copse Rise, The Street, Terling

Finance Committee Present: Mrs S McNamara
Mrs S Alder
Mr S Thatcher
Mrs F Killby (Parish Clerk/RFO)

no members of the public present

Mrs S McNamara was unanimously appointed Chairman of the meeting.

1. *Apologies for Absence* – R Dixon.
2. *Declaration of Interests* – none declared.
3. *Meeting Open to the Public* - no members of the public present.
4. *Approval of Minutes of Last Finance Committee Meeting* - SA proposed that the minutes of the meeting held on 29th November 2018 be approved and signed as a true and accurate record. Seconded by SM. Unanimously approved.
5. *Review of Internal Audit and Review of the Effectiveness of Internal Control* – The Finance Committee reviewed the payments and receipts section of the AGAR to clarify the variances as follows:

Increased receipts due to CIF grant funding of £12,500 for new playground surfaces, other grant funding of £650 from Braintree District Council, increased income of £875 for recreation ground hire and £345 for community bus hire fares.

Increased payments due to purchase of safety surfaces for playground at £18,480, replacement of two noticeboards at £924, rewiring recreation ground changing cabin at £925, hire of community bus at £512.
6. *RFO to sign Accounting Statement prior to presentation to full Council meeting on 25th June* – duly signed.
7. *Business and Financial Risk Assessment* – Some small amendments regarding controls were suggested which will be recommended for approval by FULL Council at next Parish Council meeting.
8. *Information/Next Agenda Items* – nothing to report.
9. *Date of Next Meetings*
7.30 pm, 25th June Parish Council Meeting – Terling Village Hall
7.30 pm, 6th August, Parish Council Meeting – Square & Compasses

Meeting closed at 8.40 pm.