

MARSH GIBBON PARISH COUNCIL

**MINUTES OF THE FINANCE COMMITTEE MEETING
HELD ON TUESDAY 31 MAY 2016 AT 8pm
IN THE COMMITTEE ROOM OF THE VILLAGE HALL**

Present: Cllrs I Metherell (Chair), P Evershed (PE), E Taylor (ET)

In attendance: C Jackman (Clerk)

Meeting commenced at 8.05pm.

1. **APOLOGIES:** Justin Kelly, Internal Auditor (JK)
2. **DECLARATIONS OF INTEREST:** None.
3. **MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON MONDAY 11 APRIL 2016:** The minutes were agreed by those present and were signed by the Chairman as a correct record.
4. **MATTERS ARISING:** There were no matters arising.
5. **POLICY REVIEW**
The Risk Assessment was reviewed, amended and will be presented to Council for approval at its meeting on 7 June.
Other policies were discussed.
Action: Clerk to have copies of Risk Assessment available for Councillors and to check with SLCC which policies are legally required

It was agreed that the monthly playground and recreation ground inspections should be reinstated. It was also noted that the users of the playground and recreation ground did so at their own risk.
6. **INTERNAL CONTROL SYSTEM**
It was agreed that the monthly and annual control systems in place are effective and adequate.
7. **FINANCIAL REPORTING/ACCOUNTING**
 - a) **Internal Audit**
JK had returned the accounts and his comments were noted. It was agreed that the money in the Earmarked Reserve account for fencing repairs and the Jubilee plantation should be retained but vired if a higher priority occurs. Chair wished Council's thanks to be passed onto Justin.
Action: Clerk to update the accounts as requested
7. **Date of next meeting**
To be confirmed.

The Meeting closed at 9.06 pm