



## KIRKBYMOORSIDE TOWN COUNCIL

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### **Minutes of the Finance Committee Meeting held on Friday 11<sup>th</sup> October 2013 at 7.30pm at Church House, Kirkbymoorside.**

**Present:** Councillors M Brampton, (Chairman), C Dowie, J Watson, and S Ward.

**Also present:** Town Clerk, L Bolland.

In the absence of Cllr Joe Coughlan, Cllr Chris Dowie agreed to Chair the meeting.

#### **F13034 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Joe Coughlan as he had a conflict of schedules.

#### **F13035 DECLARATIONS OF INTEREST**

None.

#### **F13036 MINUTES AND MATTERS ARISING**

- a. The minutes of the Meeting held on 6 September 2013 were **approved** and **signed** by the Chairman.
- b. There were no matters arising.

#### **F13037 PUBLIC SESSION**

No members of the public were present.

#### **F13038 COUNCILLORS' AUDIT**

A review was carried out of the monthly financial reports, business continuity and the risk assessment section of the annual return. It was agreed that the Finance Committee would review the Risk Assessment section of the Councillor's Audit at the next meeting and that reports from Moore Stephens were an adequate to suffice audit requirements pertaining to salary, pension & Paye and reconciliation of accounts.

It was **agreed** to recommend to the Council that plans for business continuity be stipulated in writing.

#### **F13039 INSURANCE RENEWAL**

- a. The summary of sums insured was reviewed
- b. It was **agreed** to include the Sportsfield insurance requirements under the Town Council insurance policy
- c. It was **agreed** to make recommendation to the council to accept the insurance quotation provided by Zurich

**F13040 QUESTIONS TO THE CHAIRMAN**

None.

**F13041** The committee noted that the next meeting will be held at 7.30pm on Friday 6<sup>th</sup> December 2013.

The meeting closed at 8.40pm

**Signed**.....**Chairman**

**Date**.....