



KIRKBYMOORSIDE TOWN COUNCIL

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Minutes of the Finance Committee Meeting held on Friday 27th February 2015 at 12 midday in The Moorside Room, 9 Church House, Kirkbymoorside.

Present: Councillors M Brampton, J Coughlan (Chair), Dowie and Cllr Ward (arrived at 1.10pm).

Also Present: L Bolland Town Clerk and Cllr Clarke.

Councillor Coughlan opened the meeting and welcomed all present. Apologies were given in advance as Cllr Coughlan explained that he would need to leave the meeting at 1.30pm.

F14021 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Turlington, Ward (in the event that she was delayed) and Watson.

F14022 DECLARATIONS OF INTEREST

None.

F14023 MINUTES AND MATTERS ARISING

- a. The minutes of the Meeting held on 28 November 2014 were **approved** and **signed** by the Chairman.
- b. There were no matters arising.

F14024 PUBLIC SESSION

Cllr Clarke expressed an interest in item 11 and it was agreed that it would be appropriate to receive comments when the agenda item was considered.

F14025 COUNCILLORS' AUDIT

The committee noted that a review of the monthly financial reports, business continuity and the risk assessments have been carried out for quarters 1, 2 and 3 with the 4th quarter councillors' audit to be carried out at the year end. The procedures in place were considered to be thorough.

- F14026** Internal and External audit arrangements and timescales were reviewed and it was agreed to make recommendation to the Council that if a competitive quote is received for the internal audit then this should be considered for the 2014-15 internal audit. Failing that it would be recommended to appoint Harrison Holt. The external audit will be carried out by PKF LittleJohn.

F14027 The committee considered the financial and other risks facing the council and agreed that all insurable risks are appropriately covered.

F14028 The Financial Standing Orders were reviewed and updated to comply with Accounts and Audit (England) Regulations 2011 (Appendix A). It was agreed to recommend the revised version to the Council.

F14029 The Risk Assessment Strategy was reviewed and updated with particular reference to the Moorside Room and third party risk, as details in Appendix B. It was agreed to recommend the revised version to the Council.

F14030 The Council's Asset Register was reviewed and it was agreed to include the Moorside Room furniture.

F14031 Moorside Room

- a. The Running Costs of The Moorside Room were assessed by reviewing the income and expenditure to date. Extensive discussion ensued wherein Cllr Clarke expressed his dissatisfaction with the budget procedure.

Cllr Ward arrived at 1.10pm

Cllr Coughlan left the meeting at 1.30pm and Cllr Dowie was appointed Chair of the meeting.

Cllr Ward left the meeting at 1.40pm at which point the meeting closed as it was no longer quorate.

The meeting closed at 1.40pm.

Signed.....Chairman

Date.....