



KIRKBYMOORSIDE TOWN COUNCIL

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Minutes of the Finance Committee Meeting held on Thursday 3rd March 2016 at 7pm in the Moorside Room, 9 Church Street, Kirkbymoorside.

Present: Councillors M Brampton, J Coughlan, C Dowie and J Watson.

In the absence of Cllr Coughlan, Cllr Brampton was appointed as Chair and welcomed all present.

F15013 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Coughlan late arrival.

F15014 DECLARATIONS OF INTEREST

None.

F15015 MINUTES AND MATTERS ARISING

- a. The minutes of the Meeting held on 3rd November 2015 were **approved** and **signed**.
- b. There were no matters arising.

F15016 PUBLIC SESSION

No members of the public were present.

F15017 Councillors' Audit – It was **noted** that to date reviews of the monthly financial reports, business continuity and the risk assessments for Quarters 1, 2 and 3 have been carried out. It was suggested that Cllr Smeaton be added as a Councillor Auditor and audits continued to be held during the daytime.

F15018 The Internal Audit arrangements and timescales were **reviewed** and approved.

F15019 The Internal Audit Terms of Reference were **reviewed** and approved.

- F15020** The financial and other risks facing the council were considered and the internal and external controls in place for management thereof were reviewed and approved.
- F15021** The Risk Assessment Strategy was reviewed.
- F15022** The Council's Asset Register was reviewed and approved.
- F15023** Moorside Room
The Running Costs of the Moorside Room were reviewed.
It was agreed that at present it does not appear necessary to set a budget for marketing of the Moorside Room. It was suggested that the clerk determine the need for marketing, at her discretion. It was noted that the committee are glad to see the facilities being used with increasing frequency.
- F15024** Questions to the Chairman
None.
- F15025** The date of the next meeting will be determined by the 2016/17 Schedule of Meetings.

The meeting closed at 7.40pm.

Signed.....Chairman

Date.....