

Kingswear Parish Council



Minutes of the Finance Committee Meeting of the Council held at the Village Hall on 23rd April 2019 at 7.00pm.

Present: L Maurer, L Payne, B Longland

Apologies: E Jones, J Henshall,

In Attendance: Sue Balsdon – Clerk to the Council

F/23.04/1 - The Chairman welcomed everyone to the meeting.

F/23.04/2 - To receive any apologies for absence from the Meeting.

The Council Meeting was suspended to allow members of the public to ask questions and make representations to the Council:

There were no representations made.

The Council reconvened to discuss the following items:

F/23.04/3 – To undertake a review of the 2019/2020 Budget.

It was agreed that discussion on this agenda item would be deferred until after the Local Election when the new Finance Committee is formed.

F/23.04/4 - To review draft Annual Governance and Accountability Return.

It was agreed that discussion on this agenda item would be deferred until after the Local Election when the new Finance Committee is formed.

F/23.04/5 - For information – Key dates internal and external audits.

The Clerk advised the committee of key dates for the internal and external audits and provided Councillors with a list of the documents required for each stage of the audit process.

F/23.04/6 - To review Finance Regulations in relation to authorisation of payments.

It was agreed that discussion on this agenda item would be deferred until after the Local Election when the new Finance Committee is formed.

F/23.04/7 - To review document for Full Council approval – List of due payments which arise on a regular basis.

It was agreed that discussion on this agenda item would be deferred until after the Local Election when the new Finance Committee is formed.

F/23.04/8 - To review Insurance policy schedule and asset register.

The Clerk advised that the Council's insurance policy is due for renewal on 01.06.19. The Council agreed that they would renew their insurance with BHIB Ltd as they are recommended by NALC and provide tailor-made support to Council's. It was agreed the Clerk should contact BHIB to enquire as to the discount which would be applied to our premium, should the Council agree a 3 year long term agreement (LTA).

The asset register was discussed in terms of values to be included in the Council's insurance policy. The value of the buildings sum insured for Cemetery Lodge will be verified using biba.org.uk. The Clerk will ensure maps of land owned by the Council are included with the Asset Register.

The Chairman thanked everyone for attending and closed the Meeting at 7.25pm.

Minutes approved

Signed: Chairman of the Council