

HUNTINGTON PARISH COUNCIL

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**Minutes of the Finance and Policy Committee Meeting held on Tuesday 8th March 2023 in
Huntington Community Centre at 7.00 pm**

PRESENT:	Councillor D Smith (DS) - Chair, Councillor D Jobling (DJ), Councillor S Jobling (SJ), Councillor D Geogheghan-Breen (DB), Councillor C Hillman (CH), Councillor K Orrell (KO) and Lorraine Frankland (LF) – Parish Clerk/RFO
APOLOGIES:	Councillor K. Glover (KG)
CIRCULATION:	To attendees, apologies and other all members of the Parish Council
MINUTES PREPARED BY:	Lorraine Frankland
DATE (Draft):	10/03/2023
DATE TO BE APPROVED:	15/03/2023

ITEM		ACTION
11.	<p><u>To Note Apologies for Absence</u></p> <p>Councillor K. Glover (KG); absent, due to family commitments <i>It was resolved to</i> approve all apologies and reasons for absence.</p>	
12.	<p><u>To Note Declarations of Interest:</u></p> <p><u>To Receive Declarations of Personal, Prejudicial or Disclosable Pecuniary Interests (not previously declared) on any Items of Business</u> Non raised.</p>	
13.	<p><u>To Discuss Internal Auditor</u></p> <p>It was Agreed to Recommend to; the Full Parish council meeting on 15/03/23, the quote provided by Safia Kauser from Internal Audit Yorkshire for Two Day Audit on site at the council offices £750.00 (2022/23) and One Day Audit on site at the council offices at year-end £450.00 (2023/24) it was noted that this year's Internal Audit would be difficult and recommendations for some changes to our current financial setting were likely as the accounts of the Cemetery Committee will need to be included.</p>	
14.	<p><u>To Agreed Dates for F & P meetings in 2023 (April, June, September & December)</u></p> <p>The following dates were agreed (subject to having F & P business to discuss): 24/04/23, 12/06/23, 11/09/23 and 04/012/23</p>	
15.	<p><u>Policy Revisions</u></p> <p>It was Agreed that; all policies needed reviewing, with the following taking first priority:</p> <ul style="list-style-type: none"> Standing Orders H & S Policy Risk Assessment Asset Register <p>It was also Recommended that: the Terms of Reference be reviewed for each sub-committee after the May Full Parish Council meeting, DB suggested that; the Amenities Committee be give a small budget as has been the case previously</p>	Whole Committee
16.	<p><u>Accounting Software</u></p> <p>DB had done some research on different packages and other Parish Councils appeared to use Scribe Rialtas and Advanti, however Advanti had mixed reviews. LF has looked into Scribe. It was Agreed to; ask the Internal Auditor is they had any views and begin using the new software in the new financial year.</p>	

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| 17. | <p><u>Grant Request for funding from Friends of New Earswick Swimming Pool</u></p> <p>Huntington Parish Council has received a request for funding towards the replacement of the three boilers (£50,000 in total) at New Earswick swimming pool. However, LF was of the opinion that; this couldn't be funded as the group making the request were not the owners of the pool and that Parish Councils are not able to fund Capital Grants for buildings owned by third parties and this cost should be met by the landlord who owns the pool.</p> <p>DB did not agree that this was the case and believed the request to be eligible for a grant, it was Agreed that; DB would contact YLCA for clarity on the matter</p> | |
| 18. | <p><u>Parish Council Business Plan (Training)</u></p> <p>It was Agreed to; included training on the Agenda for the Full Parish Council meetings under the item for YLCA</p> | DB |
| 19. | <p><u>HR sub-committee</u></p> <p>It was Agreed that; the HR sub-committee should remain Huntington Parish Council Chair, Vice Chair and F & P Chair (currently DB, DJ and DS)</p> | LF |
| 20. | <p><u>Insurance renewal</u></p> <p>DS informed the meeting that; the Parish Insurance had increased over the past four years from £7,000 to nearly £12,000, it was Agreed that; DS would look to see if a more competitive quote was available.</p> | DS |
| 21. | <p><u>To Confirm Date, Time and Venue for Next Amenities Committee Meeting</u></p> <p>Next Finance and Policy Committee Meeting to be held on Monday 24th April 2023 at <u>7:00pm</u> at Huntington Community Centre, 26 Strensall Road, Huntington, York YO32 9RG</p> <p><i>Meeting closed at 8:19pm</i></p> <p>DB offered apologise for the meeting in May</p> | |