

Hetton Town Council



Minutes of Finance & Resources Committee Meeting held on Tuesday 9 April at The Hetton Centre

Present

Cllrs R Coulson, R Elvin, P Holt and K Pearson (Chairman).

In attendance

G Keedy, Town Clerk (TC)

1) Apologies for absence

There were no apologies for absence.

2) Declarations of Interest

There were no declarations of interest.

3) Public Participation

No members of the public attended.

4) Financial Regulations

TC introduced the report previously circulated, along with Model Financial Regulations published by the National Association of Local Councils in 2016.

After full discussion and agreement to make adaptations to meet the requirements of Hetton Town Council, Committee resolved to recommend that Town Council adopt the updated Financial Regulations.

5) Community Grant Awards Policy and procedure

TC introduced the report previously circulated, along with a draft policy.

After full discussion, Committee resolved to recommend that Town Council adopt the Grant Award policy developed by TC.

Committee further resolved that TC review the application form to ensure it reflected the policy, and to develop guidance notes for applicants.

6) Appointment of Internal Auditor

TC highlighted as best practice the inclusion of an agenda item to consider the appointment of an Internal Auditor.

TC recommended that under the provisions of existing Financial Regulations 10.1 a (ii), Annette Simpson Financial Services be appointed as Internal Auditor at a maximum cost of £200.00.

TC advised that A Simpson was a qualified accountant with public and private sector experience and that she also provided an IA service to other Parish Councils in the area.

Committee resolved to recommend to Town Council the appointment of A Simpson as Internal Auditor.

The meeting closed at 19.45 hrs.

Signed:

Date: