

**ST CUTHBERT (OUT) PARISH COUNCIL  
MINUTES OF THE MEETING OF THE FINANCE & SCRUTINY  
COMMITTEE HELD IN COXLEY MEMORIAL HALL ON  
WEDNESDAY 9<sup>th</sup> MAY 2018, 7.30PM**

**PRESENT:** Cllrs E Danson; M Hayden; T Mallinson; J Reeves; J Zorab.

**IN ATTENDANCE:** Ms Michele Exton (Parish Clerk).

**01. APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN**

None.

**02. DECLARATIONS OF INTEREST**

**02.01.** There were no declarations of interest.

**02.02.** There were no requests for dispensations for disclosable pecuniary interests.

**02.03.** There were no requests for dispensation.

**03. EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:** To exclude the press and public from items 10 and 11.

**04. PUBLIC QUESTION TIME**

No Members of the Public present.

**05. MINUTES OF ST CUTHBERT (OUT) PARISH COUNCIL FINANCE &  
SCRUTINY COMMITTEE HELD ON WEDNESDAY 11<sup>TH</sup> APRIL 2018**

**RESOLVED:** To confirm and sign as correct record the minutes of the Council held on Wednesday 11<sup>th</sup> April 2018.

**06. REVIEW OF THE COUNCIL'S ASSET REGISTER**

The Committee reviewed the Council's Asset Register as at 31<sup>st</sup> March 2018.

**RESOLVED:** To recommend approval of the Council's Asset Register as at 31<sup>st</sup> March 2018 to Full Council.

**07. REVIEW OF THE COUNCIL'S STATEMENT OF MARKED RESERVES**

The Committee reviewed the Council's Statement of Marked Reserves as at 31<sup>st</sup> March 2018.

**RESOLVED:** To recommend approval of the Council's Statement of Marked Reserves as at 31<sup>st</sup> March 2018 to Full Council.

**08. STATEMENT OF INTERNAL CONTROL 2017/2018**

The Committee reviewed the Council's internal control systems and the 'Statement of Internal Control' 2017/2018.

**RESOLVED:** To recommend approval of the Council's 'Statement of Internal Control' 2017/2018 as at 31<sup>st</sup> March 2018 to Full Council.

**09. REVIEW THE ACCOUNTS 2017/2018**

The Accounts for 2017/2018 were discussed.

**RESOLVED:** To recommend to Full Council that set up issues with the new software accounting system should be investigated and resolved.

**10. TO REVIEW QUOTES FOR INSURANCE**

The Committee reviewed 3 quotations provided by Came & Company for the Council's insurance cover.

**RESOLVED:** To recommend to Full Council approval of the insurance quote from Inspire and a 3 year binding Long Term Agreement.

**11. ANNUAL STAFF INCREMENT**

**RESOLVED:** To recommend to Full Council that effective from 1<sup>st</sup> April 2018, the Clerk and Assistant Clerk receive their annual increment in accordance with the National Joint Council for Local Government Services 2018 and 2019 Payscales.

**12. DATE AND VENUE OF NEXT MEETING**

TBA.