



Minutes of the Finance, Staffing, General Purposes and  
Audit  
Committee Meeting of St Mewan Parish Council held in St  
Marks Church Hall, Sticker on Wednesday 3rd July 2019  
commencing at 7.00pm

**Present:** Cllr Mrs P Tarbox (Vice Chair), Cllrs Mrs J Padley, Cllr J Ringrose, Cllr B Harrison, Cllr C Passmore

**In Attendance:** Mrs W Yelland – Clerk

**Public Attendance:** No members of the public.

**FSGPA01/19 Election of Chairman**

It was

**PROPOSED** by Cllr Mrs Tarbox that Cllr Kneller be Chairman for 2019/2020. Sec Cllr Passmore

**FSGPA02/19 Election of Vice – Chair**

It was

**PROPOSED** by Cllr Mrs Padley that Cllr Mrs Tarbox be Vice-Chair for 2019/2020. Sec Cllr Mrs Ringrose

**FSGPA03/19 Apologies**

Cllr Holman and Cllr Kneller. Duly received and accepted.

**FSGPA04/19 Declarations of Interests**

None

**FSGPA05/19 Dispensation requests**

None

**FSGPA06/19 Public Participation**

None

**FSGPA07/19 Committee Minutes**

It was

**RESOLVED**

to adopt the minutes of the meeting held on the 30<sup>th</sup> October 18 as a true and accurate record. Prop Cllr Passmore, sec Cllr Harrison

**FSGPA08/19 Matters Arising**

No matters arising.

**FSGPA09/19 Payments**

No urgent payments

**FSGPA10/19 Review of Financial Risk Assessment 2019/2020**

Members discussed in detail and updated items as highlighted with this minute no. in the FRA for council to consider.

It was

**RESOLVED** to recommend the changes to Full Council. Prop Cllr Mrs Tarbox, sec Cllr Harrison.

**FSGPA11/19 Internal Control Check and Bank Balances**

- a) Members received a report from Cllr Passmore who carried out Quarter 1 30<sup>th</sup> April 19 to 30<sup>th</sup> June 19.

It was

**RESOLVED** to approve the internal control check carried out. There are no matters arising from the report. Prop Cllr Passmore, sec Cllr Mrs Tarbox.

- b) It was

**RESOLVED** to approve bank balances and petty cash as at 30<sup>th</sup> June 19 as presented. Prop Cllr Tarbox, sec Cllr Mrs Ringrose.

**FSGPA12/19 Budget Monitoring**

- a) Members received Scribe Quarter 1 April 19 – June 19 expenditure against budget.

It was

**RESOLVED** to approve as presented. Prop Cllr Mrs Ringrose, sec Cllr Mrs Padley.

**FSGPA13/19 Correspondence (Information only and consider and items to future agenda)**

1. Unity Bank - providing accounts show less than £100,000 there are no transaction charges of 15p per debit and credit transactions.
2. NALC – NJC for Local Government – introduction of new pay spine from April 2019.

**NOTED.**

**FSGPA14/19 Public Bodies (Admission to Meetings) Act 1960**

N/A

There being no further business to be transacted the Chairman closed the meeting at 20.52pm

**Committee Members:**

Cllr Mr J Kneller – Chairman  
 Cllr Mrs Tarbox – Vice Chair  
 Cllr Mrs Ringrose  
 Cllr Nicklin

Cllr Mrs Padley  
 Cllr Passmore  
 Cllr Holman  
 Cllr Harrison

Signed.....Chair of Finance, Staffing, GP & Audit Committee

Date:.....