

HUNTINGTON PARISH COUNCIL

c/o Huntington Community Centre
26 Strensall Road, Huntington, York YO32 9RG
www.huntingtonparishcouncil.co.uk

Minutes of the Finance and Policy Committee Meeting held on Tuesday 16th July 2019 at 6.30pm at Huntington Community Centre

PRESENT: Councillor K Deadman, Councillor D Jobling,
Councillor S Jobling, Councillor D Geogheghan-Breen,
Councillor C Hillman, Gill Chivers (RFO)

APOLOGIES: Councillor D Smith (work commitments)

CIRCULATION: To all attendees and all other Parish Councillors.

MINUTES PREPARED BY: Gill Chivers

DATE (Draft): 16/07/2019

DATE TO BE APPROVED: 17/07/2019

2. To Approve Dispensation Requests and Note Any Declarations of Disclosable Pecuniary Interests in any Items on the Agenda:

No Dispensation Requests made. Declarations of Interest from Councillors S and D Jobling regarding employee of Orchard Park and all Councillors involved with Allotments, Village Halls, and other Parish funded items, including Huntington Sports Club.

3. a) Internal Auditor's Report 2018/19:

Report read, containing comments and observations to be addressed. Confirmation that all objectives had been achieved.

b) Appointment of Internal Auditor for 2019/20:

RECOMMENDED for approval by full Parish that James Mackman be reappointed.

4. Citizens' Advice York Report:

Report and analysis of clients read out. Agreed that this is an extremely worthwhile service.

5. HPC Website:

Accessibility Statement needed for HPC website to comply with legislation. Discussion regarding current website and **RECOMMENDED** for approval by full Parish that this be replaced as current one becoming somewhat dated and hard to manage. Further advice to be sought from Councillor Hawxby and New Earswick Parish Council regarding suitable replacement.

6. Salary Reviews:

Discussion regarding salaries paid to Clerk of Burial Board, Clerk and RFO of HPC and the relation between these. RFO confirmed current pay scales and rates. **RECOMMENDED** for approval by full Parish that DB contact YLCA for advice with a view to a salary review and that current job descriptions be considered.

7. Annual Accounts – Huntington Community Centre:

Audited annual accounts for year ended 28 April 2019 received, showing an increase in turnover from the previous year and an acceptable financial position.

8. Review of Risk Assessment Document 2014:

Following the recommendation of the Internal Auditor, this to be reviewed by Clerk and RFO and circulated to HPC for approval. The situation regarding safety of Lone Workers employed by HPC to be included.

9. Date of Next Meeting: As necessary.

The meeting closed at 7.45pm.

The meeting closed at 7.40pm