CLAYTON PARISH COUNCIL
FINANCE COMMITTEE
MEETING HELD AT CLAYTON LIBRARY – 7th May 2019 at 6.00PM

Minutes

2019/019 **PRESENT**
Councillors; Andrew (chair), Pitts, Shutt

2019/020 **IN ATTENDANCE**
Claire Hepton, Clerk
Helen Rankin – asst clerk

2019/021 **APOLOGIES FOR ABSENCE**
Cllr Vasey – apologies approved

2019/022 **DISCLOSURES OF INTEREST**
None

2019/023 **ADMISSION OF THE PUBLIC**

None of the tabled items to be discussed were required to be held in closed sessions.

2019/024 **PREVIOUS MINUTES AND MATTERS ARRISING**

Previous minutes were reviewed and found to be present and correct.
Minutes from 8th April 2019 were approved and signed as a true record of the meeting
Proposed: Cllr Pitts **Seconded:** Cllr Shutt
All in favour

2019/025 **REVIEW OF FINANCIAL PROCESSES RELATING TO YEAR END/INTERNAL AUDIT REPORT**

The RFO explained the AGAR document. The RFO took the members through all the reports. Included in this was the internal audit report which demonstrated that all processes had been carried out fully and accurately. No issues recorded. It was minuted that the new Scribe accounting software was a valuable asset to the RFO and the council. The AGAR document was approved and will be put forward to full council for ratification.
Proposed: Cllr Andrew **Seconded:** Cllr Shutt
All in favour

2019/026 **PUBLIC CONSULTATION AND QUESTION TIME**
None received.

2019/027 **DATE OF NEXT MEETING**

The next meeting to be confirmed but will be in the library office

There being no further business the meeting closed at 6.40pm