

MINUTES OF A MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE,
HELD IN KING'S HOUSE, THETFORD, ON
WEDNESDAY, 23RD JUNE 2010, STARTING AT 6 P.M.

Present:

Councillor R F W Brame, Vice-Chairman in chair

Councillors:

M P Brindle
T J Jermy

B J Skull

71/10 DECLARATIONS OF INTEREST

Whilst it was noted that Councillor T J Jermy had declared a prejudicial interest at the Amenities Committee Meeting in respect of one of the applications to be addressed under item 80/10 below, there was agreed to be no need for him to absent himself once more from the Chamber, as the Committee went on to express general support for all the Amenities Committee's recommendations and did not question that Committee's judgement.

72/10 APOLOGIES FOR ABSENCE

Apologies were received on behalf of the Committee Chairman, Councillor R G Kybird, and Councillor T J Lamb.

73/10 EXCLUSION OF PRESS AND PUBLIC

RESOLVED that, pursuant to the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded for the remaining items of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed.

74/10 MINUTES

RESOLVED that the minutes of the Committee's meetings held on 29th April and 19th May 2010, as received by the Council on 26th May 2010 under minutes 35/10(a) and (c) respectively, be confirmed as true records and signed/initialled by the Vice-Chairman as Chairman of the Meeting.

75/10 2010/11 FINANCIAL REPORT FOR TWO MONTHS ENDED 31ST MAY 2010

RECOMMENDED that the Council receive the Report annexed hereto at its meeting on 30th June 2010.

76/10 INTERNAL AUDIT REVIEW

RECOMMENDED that the Council approve the document annexed hereto at its meeting on 30th June 2010 and that every effort be made to complete the next Review earlier in the financial year.

77/10 INTERNAL AUDIT REPORT 2009/10

RECOMMENDED that, at its meeting on 30th June 2010, the Council approve the Draft Report, produced by Parish Council Internal Audit Service.

Regarding the need to carry out an annual review of Standing Orders and Financial Regulations, it was noted that the Town Clerk was attending an event on 13th July 2010, when the recently revised set of 'model' Standing Orders produced by the National Association of Local Councils would be one of the topics. He would carry out a review of the Town Council's Standing Orders immediately following that event, with a view to making any recommendation that might stem from that to the Council at its meeting scheduled for 28th July 2010.

Appointment of Internal Auditor for 2010/11

[*Note: RECOMMENDATION agreed.*]

78/10 ANNUAL RETURN 2009/10

RECOMMENDED that the Section 1 figures (relating to Accounting Statements), already 'signed off' – at the request of the Internal Auditor - by the Town Clerk in his capacity as Responsible Financial Officer, be approved by the Council at its meeting on 30th June 2010.

RESOLVED that the following points be noted in respect of Sections 2 and 4 of the Return:

Section 2: Annual Governance Statement

The Town Clerk would be sending out a draft document with the papers for the 30th June 2010 Council Meeting. As far as statement 5 therein, relating to risk assessment, was concerned, the Committee noted that progress in this area was represented by the schedule on Operational Risk Management, recently produced by the Finance Manager. Risk management documentation would be included in the papers for approval by Council on 30th June 2010.

Section 4: Annual Internal Audit Report

The Internal Auditor had duly completed Section 4, highlighting no issues. He had confirmed in his response to statement D that, quote, "reserves were appropriate".

79/10 ANNUAL REPORT 2009/10

The Town Clerk had not made as much progress with this as he had hoped, owing to other recent demands on his time, but would be sending a draft document to members ahead of the Council's 30th June 2010 meeting, when approval of the Report would be an agenda item.

RESOLVED that the situation be noted.

80/10 RECOMMENDATIONS FROM OTHER COMMITTEES

Applications for Donations

The decisions arrived at the previous week by the Amenities Committee under its agenda item 68/10 (in the form of 'Recommendations to Council') had been communicated to the Finance & General Purposes Committee in the agenda papers. Once one or two points of principle were clarified, the Committee was happy to support the Amenities Committee's views.

RECOMMENDED that, at its meeting on 30th June 2010, the Council endorse the views of the Amenities Committee.

81/10 INSURANCE REVIEW

82/10 RED LION: EXPRESSION OF INTEREST

Chairman