

St. Gluvias Parish Council

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Finance working group Minutes 11th November 2020

Commented [MG1]:

St Gluvias Parish Council held a virtual Finance working group meeting on Wednesday 11th November 2020, there were Present: Finance Chairman Cllr D Willcocks, Cllr M Beckett, Clerk M. Gosling.

		Action
221/20	The were no declarations of interest and no apologies for absence.	
222/20	Following review of internal and external audit systems all agreed that these systems are robust. Recommendation to move Internal audit to the earlier in the financial year, Clerk to check with internal auditor on this.	MG
223/20	The insurance policy for the parish Council was reviewed. The key requirements of insurance were considered and the Clerk to ensure that a) A training statement and matrix is put in place b) Risk Assessments for the council's key activities are up to date, including Trevonnen road Play Area. c) The Clerk to source the PPFA insurance policy and shared with DW and MB for review.	MG DW MB
224/20	Several matters regarding risk and the new building were discussed. The Clerk to invite representatives of the PPFA for a meeting to discuss the following. a) Insurance b) Management of building c) Risk Assessments d) Building maintenance e) Finance f) Operations g) Ongoing responsibility h) Renewal of charity scheme	MG
225/20	The Councils risk register was reviewed. The Clerk to update a line regarding Coronavirus risk and meetings.	
226/20	The Councils Asset register was reviewed. It was agree to check this annually for new assets following the finance end of year.	
227/20	Following review of legislative requirements relating to the financial affairs of the council it was agreed, the financial regulations, standing orders and policy renewal schedule covered this.	

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DRAFT