

**Minutes of the St. Endellion Parish Council Finance Committee Meeting held on Monday 24<sup>th</sup> June 2013 at Port Isaac Primary School, Port Isaac, at 7.15 pm**

	<b>MEMBERS PRESENT</b>	
	<b>Mr M Bell, Mr M Coles, , Mr D Philp, Mr D Raynor</b>	
	<b>APOLOGIES FOR ABSENCE</b>	
	<b>DECLARATIONS OF INTREST</b>	
	<b>MATTERS ARISING</b>	
	<b>PUBLIC DISCUSSION</b>	
<b>42</b>	<b>INTERNAL AUDIT REPORT</b>	
	<p>It was proposed by Mr M Coles that the Parish Council considers the Internal Auditors report and takes action. This was seconded by Mr D Raynor and carried nem.con.</p> <p>The following action was agreed:-</p> <p>a) Asset Register – clerk to amend Asset Register with additions and subtractions during the year.</p> <p>Clerk to check if the Parish Council owns the land the Bus shelter is on and if it has been registered.</p> <p>Mr D Philp informed the Council that the Parish council now only has 36 seats. Clerk to amend this on Asset Register.</p> <p>B) Clerk informed the Council that the Parish Councils Fidelity Guarantee is now at £150,000. Once work on the Car park is Complete and the loan has been spent, this will be sufficient. She informed the Council that she had not increased the Fidelity Guarantee as she thought the Public works Loan would have been spent much quicker. As works on the Car park will be complete soon and the final payment made, the clerk felt that going forward £150,000 was sufficient.</p> <p>Mr M Coles proposed that the clerk spoke to Came regarding increasing the fidelities guarantee. This was seconded by Mr M Bell and carried nem.con.</p> <p>C) VAT – as items minuted in the Internal Auditors report were invoiced to the Parish Council, it was agreed that no action would be taken on these items.</p> <p>d) It was agreed that the clerk should record the Power of which payments are being made.</p> <p>e) It was agreed that the clerk should record all members declarations of interest and record when members of the council leave the room as matters that they have an interest in are being discussed.</p> <p>f)Internal Control Checks- the Internal Auditor reported that there is no evidence of Internal Control Checks.</p> <p>It was agreed that the two Councillors signing cheques would be asked to check the cheques against the monthly statement and initial the statement to prove that all payments are correct and have been checked.</p> <p><b>Mr M Coles proposed that the Parish Council asks the new clerk to find a new Internal Auditor following Mr P Roberts retirement. This was seconded by Mr M Bell and carried nem.con.</b></p>	
	<b>CLERK CORRESPONDENCE</b>	
	<b>DATE OF NEXT MEETING</b>	
	<b>To be confirmed</b>	
	The meeting closed at 7.40pm	