

ESCRICK PARISH COUNCIL

MINUTES OF ESCRICK PARISH COUNCIL ADMIN AND FINANCE COMMITTEE MEETING ON FRIDAY 24th JUNE 2016

The Committee Meeting was held in Escrick Village Hall, Main Street, Escrick, YO19 6LQ,
on Friday 24th June 2016, at 10am

Part 1

AFC16011: Attendance

- a. Apologies - Apologies were received from Cllr Cunningham. It was resolved to accept reasons.
- b. Present - Cllrs Rowson, Casling and Luscombe and the Clerk.
- c. Attendance book - All present were requested to sign the Attendance book.

AFC16012: Welcome: Chairman welcomed Councillors and Clerk to the meeting.

AFC16013: Interests: Chairman reminded members of the need to make any declarations of interest in any agenda items. None received.

AFC16014: Minutes: It was noted that the Minutes of the Admin and Finance Meeting held on 25th April 2016 were approved and signed at the Annual Meeting of the Council on 9th May 2016.

AFC16015: Electors' Comments: No electors present.

AFC16016: Council Policies: The Clerks' report on policies which need updating or creation was received. Policies drafted:

1. Recording of Meetings - approved and to recommend to full Council.
2. Freedom of Information - amendments suggested. Clerk to circulate to members ahead of full Council meeting.
3. Financial Risk Assessment - amendments suggested. Clerk to circulate to members ahead of full Council meeting.

It was resolved to recommend to full Council Meeting for approval and signature, once amendments agreed.

Part 2

AFC16017: Confidential business: It was resolved to exclude Public and Press on the grounds that matters for discussion affect individual staff members/procedures/finance issues.

AFC16018: Clerks' contract: Clerks contract of employment was discussed. Cllr Rowson to finalise and circulate to Councillors ahead of next Council meeting for resolution.

11am: Closure of meeting.

Signed: **Date:** 4th July 2016

R Rowson, Chairman,
Escrick Parish Council