

# Escrick Parish Council

**Official notice of Escrick Parish Council Finance and Admin Committee meeting to be held at 7.30pm on MONDAY 26<sup>th</sup> APRIL 2021 via zoom video conferencing application. Members of the public are welcome to join for part 1 of the meeting. Please contact [clerk@escrick.org](mailto:clerk@escrick.org) at least 24 hours before the meeting to request the access code.**

Members of the Admin and Finance Committee are summoned to attend the Meeting detailed above and to consider and resolve the business to be transacted on the agenda below.

*Meetings are open to the Press and Public except for any item labelled as part 2 under the Public Bodies (Admission to Meetings) Act 1960, Section 1.*

*Press and public may not speak when the council is in progress; when councillors are discussing council business; when councillors are in the process of decision making.*

*Any elector is entitled to attend this meeting and any concerns, questions or suggestions will be taken after the Chairman welcomes those present. The time for this will be limited to 15 minutes.*

*Contact: Chair – Richard Rowson, [chair@escrick.org](mailto:chair@escrick.org); 1 Carrs Meadow, Escrick YO19 6JZ*

*Clerk – Sally Look, [clerk@escrick.org](mailto:clerk@escrick.org), 72 Main Street, Wheldrake, York, YO19 6AA*

**AFC21010: Welcome: Chair to welcome Councillors and members of public to the meeting**

**AFC21011: Apologies/Attendance:**

- a. Present: Chair to make a note of attendees.
- b. Apologies: Council to receive apologies and any reasons for absence from councillors; to consider and resolve whether or not to accept any reasons given.

**AFC21012: Interests:** Chair to remind members to make any declarations of interest in any agenda items.

**AFC21013: Minutes:** To note that the minutes of the Finance and Admin Committee meeting held on 25<sup>th</sup> January 2021 were approved by full Council at the February monthly meeting.

**AFC21014: Electors comments:**

- a. Committee to receive elector's comments on agenda items for information only (Clerk to make a note of comments).

**AFC21015: Policies and Governance:**

- a. Review the proposed Parish Council health and safety procedures and risk assessment procedures.

**AFC21016: Insurance:**

- a. To agree insurance requirements in preparation for the renewal (quotes can be obtained within 60 days before policy start on 1<sup>st</sup> October 2021).
- b. To confirm values of assets.
- c. To confirm the council and other users of facilities are complying with the requirements and following procedures.

**AFC21017: Finance:**

- a. Evaluation of the end of year accounts and spend against budget for the completed financial year.

*Signed: Sally Look  
Clerk, Escrick Parish Council  
Date: 21<sup>st</sup> April 2021*