

Minutes of the Admin and Finance Sub-Committee meeting held on Monday 18th November 2013 at Escrick and Deighton Club

Present: Cllr E Casling
Cllr S Cunningham
Cllr J Goode

Clerk Mrs L Reader

No members of the public attended

1. To Receive Apologies for Absence

Cllr M Luscombe

2. To Receive Declarations of Interests

There were none.

3. To discuss the Financial Regulations

The sub-committee discussed the Financial Regulations document and made amendments mainly to adjust the amounts involved to fit the size of the Parish Council's precept and budget.

4. To discuss Financial Risk Assessment

The Risk Assessment document was discussed and amendments made where it was felt necessary. Items which were felt to need more investigation were the Council's insurance; to ascertain whether the Parish Council's insurance cover was adequate. The Clerk agreed to provide the insurance documents to Cllr Goode, who offered to check the level of cover and report back.

5. To discuss the Budget

The Budget was discussed in some detail and in particular the issue of the Street Lighting in the village, which was discussed at the last full meeting. The working group had put together some options for the street lighting which involved the following options

To do nothing

To spread the cost of replacing the lights over a number of years

To borrow enough money to do all the lights at once

The Working Group had investigated what was required for each of the options and the financial implications of each.

6. Part II Items

6.1 To discuss the Clerk's Contract

The following statement was added to the Job Description:

"This Job Description needs to be read in conjunction with the Standing Orders of Escrick Parish Council."

There being no further items, the meeting was declared closed.