

APPLEBY-IN-WESTMORLAND TOWN COUNCIL

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FINANCE COMMITTEE MINUTES FOR THE MEETING HELD IN THE MOOT HALL ON MONDAY 13 JULY 2020 at 6.45pm

Present:

Chairman: Cllr Chalmers
Cllr Pape
Cllr Mrs Anderton
Cllr Curley
Cllr Connell
Cllr Hayes (Mayor ex Officio)
Cllr Wignall

Also, in attendance:

Cllr Stephenson
Cllr Dougherty
Cllr Rooke

F1/07/20 Elect a Chairman

Cllr Chalmers opened the meeting and called for nominations for the role of Chairman. Cllr Chalmers was re-elected unopposed and Cllr Pape was re-elected as Vice Chairman unopposed

F2/07/20 Apologies for Absence

Apologies for absence were received from Cllr F Potts, Cllr H Potts, in respect of this meeting.

F3/07/20 Declarations of Interest

Cllr Connell declared a personal interest in relation to any agenda items that relates to Cumbria County Council and Eden District Council.

F4/07/20 Actions from the Previous Minutes

The Committee **RECOMMENDED** adopting en-masse Policies & Procedures agreed at the February Finance Meeting. Risk assessments, Asset Register, Financial regulations.

F5/07/20 Chairman's Report

There was no Chairman's Report in respect of this meeting.

F6/07/20 Management Accounts

Review of the management accounts was deferred to full Council.

F7/07/20 Internal Auditors Report for 2019-2020

The Clerk advised that an Internal Audit for the financial year ending on 31st March 2020 had been completed by the Council's Internal Auditor Mrs Jean Airey. There were no matters arising. It was **RECOMMENDED** that the Internal Auditors Report 2019-2020 be accepted. Cllr Chalmers thanked the Town Clerk and her team for the work required in the preparation of the year end accounts.

F8/07/20 Annual Return for the Financial Year Ending 31st March 2020

The Clerk presented the Annual Governance and Accountability Return 2019-2020 Part 3 Section 1 Annual Governance Statement 2019 and it was **RECOMMENDED** that the statement be approved by the Council. The Clerk presented the Annual Return Section 2 Accounting Statements 2019-2020 and it was **RECOMMENDED** that the Statement be approved by the Council.

F9/07/19 Annual Accounts 2020-2021

The Clerk presented the Annual Accounts 2020-2021 and it was **RECOMMENDED** that they be approved by the Council. The accounts show a surplus in the year of £25,843 reserves of £153,115 and current assets of £74,780

F10/07/20 Review of Banking Arrangements and Signatories

The Banking arrangements were reviewed, and it was **RECOMMENDED** that there would be no changes at present and the situation would be kept under review.

F11/07/20 Direct Debits and Regular Payments 2020-2021

The direct debit and regular payment schedules were reviewed, and it was **RECOMMENDED** that there be no changes at present and the situation would be kept under review.

F12/07/20 Charity Accounts

It was **RECOMMENDED** that the signatories for all the Charity accounts would remain the same and that this would be reviewed in 3 months.

F13/07/20 COVID 19 Risk assessment

The risk assessment was reviewed, this will be reviewed to reflect current Public Health guidelines and **RECOMMENDATION** made for adoption by Full Council. Cllr Anderton thanked the Clerk for her work

F14/07/20

Councillor's reports and items for future agendas

There were no reports or items for future agendas

F15/07/20 Date of the Next Meeting

Councillors noted that the next meeting of the Finance Committee will be held VIA ZOOM on **Monday 10th August 2020** at **6.45pm**.

There being no further business the meeting closed at 7.10pm

AT THE VIRTUAL COUNCIL MEETING ON: **22nd July 2020**
THE CHAIRMAN OF THE COMMITTEE WAS AUTHORISED BY THE
COMMITTEE TO SIGN THESE MINUTES TO CONFIRM THEIR
BEING A TRUE AND ACCURATE RECORD:

Cllr Jim Chalmers
