

| Newton Poppleford & Harpford Parish Council | |
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| Minutes of the finance committee meeting Tuesday 10th May as a part b meeting. | |
| Present: Cllrs: Burhop- Chairman, Jeffery, Clarke, Tillotson, and Zirker | Actions |
| Apologies: -None | |
| In attendance: - D G Atkins (Clerk & RFO), | |
| Council Meeting | |
| 1. Minutes of the meeting held on 19 th January were agreed and signed. Proposed DZ 2 nd JC UNAN | |
| 2. Declarations of Interest – None at the time. | |
| 3. Matter from the minutes raised in respect of toilet lease. Noted now run out, as of April. The chairman brought to member’s attention that due to this, EDDC should be advised that it is their responsibility to pay the cleaner, The Clerk was instructed to write to the EDDC pointing out that fact. | |
| 4. Audit requirement re stage 1 document. The Clerk explained that this was a new requirement for the year and had to be completed before the 2 nd stage. A Performa had been produced setting out the requirement and the details noted and questions answered. It was further noted that a new question had now been incorporated that of who reviewed the monthly receipts and payments, and whilst it was noted that two Cllrs signed the cheques and sought answers to any queries, and also that two qualified accountant were also on the finance committee. A further independent overseer from outside the council should be considered. Resolved a note to the effect to be added to the return to the auditors Grant Thornton. Further consideration to be given to the matter. The completed document was agreed for onward transition to council and audit. | |
| 5. Reports to receive the year end accounts and stage 2 audit documents requirement. To recommend their acceptance to council, subject to internal and external audit. The due notice requirement was noted. | |
| 6. Parishes together. It was noted that the council has supported Ottery TC in respect of the last year re Tipton scout hut refurbishment. It was noted that a member of the public had suggested seeking information from other Clerks. Resolved to put heads together for consideration. | |
| 7. Shaded area in play area in the play park. Resolved this was a good way to use the 106 funds subject to agreement with EDDC. The clerk agreed to investigate with Sulina Tulluck what further funds might now be in the pipe line with particular reference to Brook Meadow. | |
| Closure - The meeting concluded at | |
| Chairman | |
| Date | |