

Chair of the Committee:
Cllr Ann Callaghan
7 Ancroft Garth
High Shincliffe
Durham
DH1 4PF



High Shincliffe
Sherburn House
Shincliffe Village

Shincliffe
Parish Council

Clerk:
Richard Ormerod
Helvellyn, 14 Geoffrey Avenue
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**Minutes of the Meeting of the Finance Committee of Shincliffe Parish Council
held on Thursday 5 October 2023 at 7:15pm in St Mary's Church Hall, Shincliffe
Village**

1	Election of Chair: <i>Resolved: That Cllr Ann Callaghan be elected Chair for the remainder of the 2023-24 council year (proposed by Cllr Ashfield)</i>
2	Election of Vice-Chair: <i>Resolved: That the position be left vacant (proposed by Cllr Ashfield)</i>
3	Record of attendance: Councillors Stephen Ashfield, Ann Callaghan, Bill Clatworthy & Brian Fairlamb. Also present: Richard Ormerod (Clerk).
4	Apologies for absence: None.
5	Minutes of the meeting of the Finance Committee held on 16 May 2023: <i>These were agreed as a correct record.</i>
6	Declarations of interest and dispensation requests: There were none.
7	Financial position of the council: The Clerk gave a report. <i>Resolved: That the financial position be noted.</i>
8	Report of the external auditor on the council's accounts for the year ending 31 March 2023: The Clerk had circulated the report from the external auditor which was favourable. <i>Resolved: To thank the Clerk for his work on the accounts.</i> <i>Resolved: That fee chargeable for the supply of copies of the Annual Governance & Accountability Return 2022-23 be £3 per copy.</i>
9	Appointment of a consultant to assist the parish council with preparation of a Neighbourhood Plan: <i>Resolved: That the council appoint Jo-Anne Garrick as consultant at a fee of £500 (proposed by Cllr Callaghan).</i>
10	Signatories for council bank accounts: <i>Resolved: That Cllrs Ashfield and Clatworthy be additional signatories on the council's bank accounts.</i>

	<i>Resolved: That bank statements be sent to the home of Cllr Callaghan.</i> <i>Resolved: That contractors be asked to supply invoices to the council within one month of work being carried out.</i>
11	General discussion of the council's budget for 2024-25: A discussion took place.
12	Other business: None.
13	Date and time of next meeting: <i>The next meeting of the Finance Committee will be on Tuesday 7 November at 7:15 in St Mary's Church Hall, Shincliffe Village (subject to availability).</i>

Signed as a correct record:

Date:

DRAFT