

STOCKLAND PARISH COUNCIL FINANCE AND STAFF COMMITTEE

Minutes of the Meeting held in Stockland Victory Hall on Tuesday, 8th April 2025 at 7.30pm

- 1) **Public Participation Time** (SO 1e & f): 15 minutes in length with each person to speak once only, for no longer than 3 minutes, or shorter, at the discretion of the chairperson.

No members of the public attended.

- 2) **Resolve to exclude members of the press and public:** To agree any items to be dealt with after the public and press have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted [Public Bodies (Admission to Meetings Act) 1960].

It was resolved to exclude the public and press for item 8 of the Agenda.

- 3) **To record those Present and Apologies for absence;** and to consider whether to approve any dispensations.

Present were Cllrs R. Switzer (Chair); J. Durrant, R. Pearse, A. Smith and the Clerk (D.Clay). Apologies from Cllr N. Parris.

- 4) **Declarations of Interest:** Members to declare any interests they have in agenda items that accord with any Disclosable Pecuniary Interest (s31 & 33 of the Localism Act 2011) or Personal/ Prejudicial Interests (Code of Conduct, 2012).

None.

- 5) **Resolve to agree to the following items:**

a) Accept the quotation for the emergency drainage work required to allow Stockland Fair to proceed this year. There being a quorum of Cllrs, the quote for £900 + VAT of £180 (Total £1080) was accepted. **The Clerk to inform the contractor and Cllr Derryman who is managing the work.**

b) Pay the RSPB invoice SLINV/00043428 for pony grazing on Stockland Turbaries (£1028.50 + VAT). There being a quorum of Cllrs, Payment of this invoice was accepted. **The Clerk to initiate payment via BACS and inform bank signatories for authorisation.**

- 6) **Appointment of Internal Auditor:** Resolve to appoint the DALC recommended Internal Auditor, or to seek an alternative. The Committee members present resolved unanimously to appoint the DALC recommended Internal Auditor, and the contract was signed and dated by Cllr Switzer. **The Clerk to scan and return the form to the Internal Auditor. The Clerk to Complete the Internal Audit Checklist with the assistance of Cllrs Switzer and Durrant.**

- 7) **Annual Review of the Statement of Internal Control:** Resolve to review the current document and recommend any updates required. The document was reviewed, and the Committee recommended some changes. **The Clerk to produce a new version of the document and include this on the Agenda for the next Full Council meeting for approval.**

- 8) **Update on Claim 583MC231:**

a) Resolve to agree attendees

b) Resolve to submit any written statements and when to do so.

Both of the above points were discussed and remain confidential.

9) **Items of Future Business for the next Agenda:**

Update on Claim 583MC231

10) **Confidential Items:** Matters identified under item 3 (above).

Item 8 is a confidential matter.

Meeting Closed 9.25 pm

S.Switzer; Chair, Stockland Parish Council Finance and Staff Committee, / /2025