

Highnam Parish Council
Highnam ~ Linton ~ Over ~ Lassington

Finance, Audit and Governance Committee



Wednesday 1st June 2022 @ 14.00 Parish Hall

Present: Councillors: C Coats, V Tustin Smith and, J Smith

In Attendance: J Badham (Parish Clerk and Responsible Financial Officer)
No members of the public.

Actions raised from previous meeting:

- Risk Assessment, the current format is not clear or adequate. RFO to distribute new format for review and to add the review of the insurance annually. Actioned.
- Terms of Reference, add quorum position. Actioned
- The flow chart for the EWG would be reviewed and amended. **Action Clerk to re-view and present at April meeting.**

1. To receive apologies for absence

Councillor B Nicol

In the absence of Chair Councillor V Smith Tustin was voted in to be Chair.

2. To receive declarations of Interest

- None.

3. To approve minutes from the meeting held on the Monday 6th December 2021

Minutes were approved as a true representation of the meeting.

Proposed Cllr C Coats, second Cllr V Tustin Smith.

4. Review of Internal Audit Report

It was agreed to defer the review the Audit Report to the next meeting to allow Councillors time to read the document.

5. To recommend Projects and Spends for 2022/2023

The Committee will propose up to 3 projects for Full Council to approve for the coming year. Deferred to next meeting.

6. Investment of Reserves

The report of 3 options to invest the Council Reserves was discussed. The proposal to Full Council was to use Hampshire Trust Bank. Action: **Report to be added to the agenda of the next Council meeting.**

7. Review of Policies

- (i) **Complaints**
- (ii) **Grant**
- (iii) **Equality and Diversity**

It was agreed the review of the policies would be deferred to the next meeting.

8 Residual Items

None

Meeting closed: 15.20hrs

Next meeting will be held: Thursday 21st July 2022

Signed

Date