

ST DENNIS PARISH COUNCIL

Minutes of the Finance, General Purposes and Audit Meeting held on Wednesday the 7th October, 6.30 pm at Claytawc, Fore Street, St Dennis.

Present: Cllr Burnett, Cllr Edmunds, Cllr Clarke, Cllr Kelsey.

In Attendance: Lynn Clarke, Parish Clerk, Cornwall Councillor Cole (CC Cole).

F15/25 Apologies.

None

F16/25 Declarations of Interest.

None.

F17/25 Public Participation.

No members of the public present.

F18/25 To adopt the minutes of the Finance, General Purposes and Audit Committee held on the [24th June 2024](#).

Resolved – To adopt the minutes as presented. All present in favour.

F19/25 Matters arising.

The financial risk assessment has been amended and added to the website.

Cllr Kelsey has been emailed to undertake an internal audit.

Reviewed polices have been updated an added to the website.

F20/25 To approve the regular payment list

It was **Resolved** approve the regular payments list and to change the HMRC payment to a variable direct debit. Proposed, seconded all in favour. A copy of the list can be found [here](#).

F21/25 To review the list of approved contractors

It was **Resolved** to accept the list of approved contractors. Proposed seconded all present in favour. A copy of the list can be found [here](#).

F22/25 To approve the internal auditor for 2025 – 2026.

It was **Resolved** To appoint Ruth Thomas as the internal Auditor. Proposed, seconded all present in favour

F23/25 review the report from the external auditor and to note any action/ recommendations included within.

The report was noted, and it was agreed to ensure that the box for Trust Funds would be checked in the future and that Internal Audits would be undertaken through out the year to ensure ongoing compliance. Proposed, seconded all present in favour. A copy of the report can be found [here](#).

Standing Order 1c

‘That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw’.

F24/25 Confidential.

None

Signed.....Date.....

Chair of Finance, Staffing, GP and Audit Committee.

There being no other business the Chair closed this meeting at 18.45.