

# BARROWBY PARISH COUNCIL

Mrs J Moss, Clerk and RFO  
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## MINUTES OF THE BARROWBY PARISH COUNCIL FINANCE COMMITTEE MEETING HELD ON TUESDAY 28<sup>th</sup> SEPTEMBER 2021 AT THE READING ROOM

No members of the public were in attendance.

MEETING OPENED: 5.30pm

### 1. WELCOME REMARKS FROM THE CHAIRMAN (21/011)

- 1.1 The Chairman, Councillor Lees, welcomed members to the meeting and thanked them for their attendance. Those in attendance: Councillors Eaton and Inglis and Mrs Moss, the Clerk & RFO.

### 2. APOLOGIES FOR ABSENCE & REASONS GIVEN (21/012)

- 2.1 Councillor Whittington was unable to attend due to attendance at another scheduled meeting and Councillor Cupit is on holiday,

### 3. TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (21/013)

- 3.1 None.

### 4. APPROVAL OF MINUTES (21/014)

- 4.1 Following a proposal by Councillor Eaton, seconded by Councillor Inglis, members resolved to approve the minutes of the previous meeting held on 10<sup>th</sup> May 2021. The minutes were signed by the Chairman of the meeting.
- 4.2 Members notes that all actions had been completed.

### 5. CURRENT FINANCE POSITION (21/015)

- 5.1 The Clerk provided an update on current finances including hire bookings.

### 6. AUDIT ARRANGEMENTS (21/016)

- 6.1 Members noted the conclusion of the 20/21 external audit.
- 6.2 Following a proposal by Councillor Lees, seconded by Councillor Eaton, members resolved to approve the appointment of an Internal Auditor using the new service provided by LALC.  
**Action: Clerk to add this to the Agenda for the next Parish Council meeting.**

### 7. FINANCIAL REPORTS ON SCRIBE (21/017)

- 7.1 Members received a positive report from the Clerk on how Scribe is working so far.  
**Action: Clerk to contact SCRIBE team again regarding the upgrading of the forecasting functionality.**
- 7.2 Members reviewed the financial reports available on Scribe and confirmed their usefulness to Councillors.

### 8. DATE OF NEXT MEETING (21/018)

- 8.1 Tuesday 19<sup>th</sup> October at 5.30pm at the Reading Room.

The Chairman closed the meeting at 6.50pm.