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Minutes of a meeting of the **Finance & Governance Committee** which was held on **Tuesday 27th April 2021** at 7pm

Present:- Rosemary Thew (Chairman), Jenny Girling, Edward Hackford, Nigel Sutcliffe & Jane Armstrong

Clerk:- Tracey Bayfield

Public:- 0

1. **Apologies for Absence *accepted*** from Iain Wolfe.
2. There were no **Declarations of Interest** from members.
3. **Resolved** that the following **Minutes** are each to be signed as a true record of the meetings held on:
 - i) Monday 7th December 2020.
 - ii) Thursday 6th February 2020.
 - iii) Wednesday 27th November 2019.
4. **Open Public Session** – No members of public present.
5. **Resolved** (having reviewed and made a number of amendments) to adopt the following governing documents, which will be reported back to Full Council;
 - i) *Standing Orders*
 - ii) *Financial Regulations*
 - iii) *Financial Risk Assessment including Effectiveness of Internal Audit/Controls*
 - iv) *Asset Register*
 - v) *Committees Structure*
 - vi) *4 Year Strategy* – However, it was felt that this document no longer reflects the title as such, and would be reviewed again further to ensure it remains a useful working paper.
6. **Resolved** to schedule quarterly meetings of the **Finance Committee** to coincide with the availability of the quarterly financial updates as opposed to dealing with these in Full Council.
7. **Clerk/RFO Report** – Advised that there are other documents to be reviewed and these will be listed on upcoming agendas.

Meeting closed at 9.06pm.

Chairman _____