



**Finance and Risk Committee Meeting Minutes**  
**18:45pm Wednesday 16 July 2025**  
**Function Room, St Andrews Community Centre, Saxilby.**

**Members Present**

Cllrs, Bridge, Saunders, Shepherd and Waller (Committee Chair).

**Absent**

Cllrs Barratt, Bowden and Crump,

**In Attendance**

Assistant Parrish Clerk Zarina Belk

**Non-committee member**

Cllr Wheatley

**Meeting**

**F25/080 1. Note apologies for absence**

Apologies for absence were noted from Cllr Barratt, Bowden and Crump

**F25/081 2.a Receive declarations of interest in accordance with the Localism Act 2011 and b. consider granting dispensation requests**

None received.

**F25/082 3. Approve notes of the 18 June 2025 finance and risk committee meeting as minutes**

Having been proposed (Cllr Bridge) and seconded (Cllr Saunders) it was RESOLVED to approve:

The notes of the 18 June 2025 finance and risk committee meeting as minutes.

**F25/083 4. Note the meeting action log**

Noted.

**Finance**

**F25/084 5. Agree to source an internal auditor and to agree internal auditor parameters**

1. from independent, suitably experienced/qualified internal auditors.
2. Requests a recommendation for appointment be brought to the next committee meeting.

**F25/085 6. Note the quarterly VAT return (Q1 2025/26)**

Noted

**To approve the June 2025 (month 3 financial reports (FR.5b)**

**F25/086 7. Income and expenditure (FR.4i), including explanations of variances and agree any virements and journals**

Having been proposed (Cllr Saunders) and seconded (Cllr Shepherd) it was RESOLVED to approve:

The June 2025 income and expenditure report and to agree to virements.

Signed:

Date (last page only):

**F25/087 8. Verified bank reconciliations and sign the reconciliation and bank statements (FR.2b)**

Having been proposed (Cllr Saunders) and seconded (Cllr Shepherd) it was RESOLVED to approve:  
The June 2025 verified bank reconciliations and sign the reconciliation and bank statements

**F25/088 9. Income, payments, and transfers (FR.5b)**

Having been proposed (Cllr Bridge) and seconded (Cllr Shepherd) it was RESOLVED to approve:  
The June 2025 income,

Having been proposed (Cllr Saunders) and seconded (Cllr Shepherd) it was RESOLVED to approve  
payments, and transfers.

**Risk**

**F25/089 10. To receive the reinstatement report and agree any actions**

Received

**F25/090 11. CLOSED SESSION – Committee to resolve to go into closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for the following item on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted**

Having been proposed (Cllr Saunders) and seconded (Cllr Shepherd) it was RESOLVED to enter closed session:

Having been proposed (Cllr Waller) and seconded (Cllr Saunders) it was RESOLVED to allow Cllr Wheatley to remain in the meeting.

**F25/091 12. Review the outstanding purchase ledger and sales ledger balances, agree actions making any recommendations to full council**

The outstanding balances were reviewed. No action.

The meeting closed at 19:36

Please be advised these are notes of the meeting taken by the assistant clerk and cannot in any way be regarded as the official minutes of council proceedings until they are approved and signed at the next meeting.

Signed:

Date (last page only):