

COMBE MARTIN PARISH COUNCIL

Minutes of the Audit Committee Meeting held on
Friday 13th September 2019 at 12pm at Seacott Cross Street

Present: Cllrs, Celia Withers (Chair) & minutes, Keith Wyer, Helen Mallinder, Parish Clerk and Finance Officer.

1. Apologies: None (John Hales was not in attendance)
2. Declarations of Interest: Cllr Mallinder declared an interest in Car Parks.
3. There were no requests for dispensation.
4. Resolution to exclude the press and public in view of the confidential nature of the items to be discussed: so moved
5. The minutes of the previous meetings were reviewed, noting that Council may need to alter the structure of committees to cover altering stress points.
6. **Bank Cards**
 - a. Debit card process agreed.
 - b. Agreed to increase petty cash limit.
 - c. The draft amendments to the financial regulations were agreed noting that on page 7 11f to change from 10.3 to 10
 - d. Approved to explore alternative providers of Instant Access Savings Accounts to obtain a better rate of interest.
 - e. Audit Committee recommend that Full Council adopt these changes.
7. **Savings Accounts**
 - a. Agreed to submit forms to remove and add signatories on both savings accounts.
 - b. Agreed not to merge the savings accounts to keep within safe limits.
8. **Budget**
 - a. Budget reviewed and totals were questioned. Finance Officer is in contact with the software company to sort this.
9. **Next Audit Meeting** Friday 13th December 2019 12pm Seacott