

**Minutes of the Meeting of Doddinghurst Parish Council Finance and Resource Committee held on Wednesday 16<sup>th</sup> May 2012 @ 19.30, Parish Room, Doddinghurst Road, Doddinghurst.**

**Present:** Cllrs. Mrs Dicker (Chairman), A. Farrow, G.W. Bateson, G. Smith.

1. **Apologies for absence.** Colin Enderby.
2. **Declaration of Interests relating to items on the agenda.** None declared.
3. **Resolved:** Approved: Minutes of the meeting held on 23<sup>rd</sup> November 2011.
4. **Information: Update on actions since last meeting.**
  - Quality Status renewed Nov 2011.
  - BBC Partnership Agreement (V2) signed by Doddinghurst Parish Council on 1<sup>st</sup> Dec 2011 & sent to Brentwood BC for co-signing. Its return is still awaited.
  - Precept approved by full council with 2% increase on 2011/12 levels.
5. **Risk Assessments:** Agreed for implementation the arrangement for 2012/13 annual assessments.
6. **Budget v Forecast Outturn** for 2011/12, reviewed with no major variances.
7. **Internal and External Audit** for the year ending 31<sup>st</sup> March 2012 and **External Audit Governance Statement.** Reviewed as satisfactory with no issues to report:
8. **Standing Orders and Financial Regulations** reviewed with no updates required.
9. **Security and Data protection and ICO registration** reviewed with no changes required.
10. **Parish Council Asset Register:** Reviewed with two updates required - one section of teen village to write off and new exhibition display boards to be added.
11. **Any Other Urgent Business strictly for information only.** Noted the Chairman and Cllr G Smith will attend the localism meeting being arranged by Brian Partridge.

**The meeting was closed at 20.30**

Signed:

Dated:

17<sup>th</sup> Oct 2012