

All minutes are draft and subject to approval at the next meeting

FERRING PARISH COUNCIL (FPC) EXTRAORDINARY MEETING

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Minutes of the FPC Extraordinary Meeting held at 7.00pm on Monday 10th June 2019 at the Parish Office.

Present	Councillors	Carole Robertson (Chairman)
		Stephen Abbott
		Ruth Sims
		Peter Coe

	The Extraordinary Meeting opened at 7:00 pm and all those present were welcomed.	
10619	Apologies for absence Apologies were received from Councillors Lesley Young, Terry Jackson & Clare Royal	Actions
20619	Declarations of interest There were no declarations of interest	
30619	Public Question Time A resident advised that he has submitted a request to the Clerk to inspect the parish council accounts. The Clerk confirmed that two members of the public attending this evenings meeting have handed written requests to her to inspect the unaudited 2018 – 2019 parish council accounts. Councillors acknowledged the requests.	
40619	Risk assessment Review and Resolution Moore Stephens, the External Auditor, are required to select a random sample of 5% of 'Basic' review Authorities for an 'Intermediate' review each year. An Intermediate review is more detailed than the Basic review. All the standard Basic review checks are performed but it also involves a few additional specific questions. Information is then required to be submitted in response to these. This year, Ferring Parish Council (FPC) has been selected as part of the Intermediate sample for the year ended 31st March 2019. For background, the intermediate review focuses on the questions asked in Section 1 of the AGAR – the Annual Governance Statement. FPC have been asked to consider Item 5 as outlined below and provide further information in relation to how the Council has considered financial and non-financial risks in the year. <i>Item 5</i> <i>'FPC carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required'</i> a) Confirm that a detailed risk assessment has been carried out/updated and considered by the council and provide a copy of	

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	<p>this and the extract of the minutes showing its review in the year.</p> <p>b) Confirm that appropriate insurance cover for identified risk is in place including details of the value of cover in comparison to the value of items covered.</p> <p>Whilst FPC Risk Assessments are ongoing and completed throughout the year, for Audit Purposes, Full Council approval is required.</p> <p>For future approval, Risk Assessment Review will be an item on the Statutory Annual Parish Meeting agenda.</p> <p>Documentation in relation to FPC Risk Assessments has previously been circulated to Councillors for their review.</p> <p>Full Council reviewed and approved all FPC Risk Assessments.</p> <p>The above was RESOLVED by Full Council.</p>	
50619	Date of the next Full Council Meeting is scheduled for Monday 15 th July 2019 at 7.30pm in the Village Hall.	
	The meeting closed at 7.50pm	