

Cottingham Parish Council



FINANCE COMMITTEE MEETING
HELD AT COTTINGHAM PARISH COUNCIL OFFICES, 9 THE COTTAGES,
MARKET GREEN, COTTINGHAM
AT 6PM TUESDAY 7th OCTOBER 2025

MINUTES

PRESENT: Cllrs: Jump, Kemp, Stather, Larkin and Porteus
Clerk: J Price

54. DECLARATIONS OF INTEREST

- 54.1 To record declarations of interest by any member of Council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.
- 54.2 To note dispensations given to any member of the Council in respect of the agenda items listed below

There were no declarations of interest and no dispensations had been requested.

55. TO RECEIVE AND APPROVE APOLOGIES

Apologies had been received from Councillor Kind.

Resolved: that the apologies be received.

56. TO RECEIVE AN UPDATE ON THE FINANCIAL POSITION OF THE COUNCIL, REVIEW BUDGET, AND REVIEW SEPTEMBER PAYMENTS

56.1 The Clerk submitted reports that had been circulated to the committee in advance of the meeting relating to transactions in September, budget reconciliations and the budget position at the end of September 2025. Councillors raised questions relating to projected expenditure for the remainder of the financial year

Resolved:

- i. that it be recommended to the Parish Council that the reports be approved;
- ii. that the Clerks submit projected expenditure for the remainder of the financial year to a future meeting of the Finance Committee.

57. TO RECEIVE THE NOTICE OF CONCLUSION OF AUDIT

57.1 The Clerk submitted the certificate of conclusion of audit received from the External Auditor and reported that no issues had been raised. Councillors thanked the Clerks for their effective management of the Council's finances.

Resolved: that the report be noted

58. TO REVIEW THE RISKS RELATING TO FINANCE/GENERAL ADMINISTRATION

58.1 The Committee considered risks relating to Financial Management, GDPR, Investments & Land. Risk scores were reviewed and amended where necessary and mitigating actions were identified. Further risks would be considered at future meetings of the Finance Committee, with any risks incorporating Health & Safety issues being prioritised

Resolved:

- i. **that the risk register be amended as agreed;**
- ii. **that further risks are considered at future meetings of the Finance Committee, with any risks incorporating Health & Safety issues being prioritised**

59. INFORMATION AND AGENDA ITEMS FOR THE NEXT MEETING (DISCUSSION ITEMS ONLY) AND TO SET DATE FOR NEXT MEETING

Items for next agenda:

To review further risks relating to finance/general administration/health & safety
To consider 2026/2027 budget

Date and time of next meeting: 6pm, Thursday 6th November 2025

There was no other business and the meeting closed at 6.52pm

Signed:
 (Chair of the Parish Council)