# MINUTES

## Fulford Parish Council
## Governance Committee Meeting

## Monday 4th September 2023

## Meir Heath and Rough Close Village Hall

**Present:**
Cllr Carol Baskin
Cllr Peter Wilkinson
Cllr Jane White

In attendance:
Mrs Gemma Keiher-Knapper (Clerk/RFO)

**Meeting starts at 1800hrs**

**GOV001/23 To Elect the Chair of the Governance Committee**

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| **Cllr Jane White** |

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|---|---|
| **Proposed: Cllr C Baskin** | **Seconded: Cllr P Wilkinson** |

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|---|---|---|
| **For: 2** | **Against: 0** | **Abstentions: 0** |

**GOV002/23 To receive Apologises for absence.**

No apologises.

**GOV003/23 To receive Declarations of Interest and Dispensation Requests.**

None.

**GOV004/23 To approve Minutes of previous Governance Meeting**

The minutes from the 4th of July 2022 Governance meeting were re capped.

**GOV005/23 Terms of Reference**

The Committee agreed on the Terms of Reference for the Governance Committee.

**GOV006/23 Review Internal and External Audit Report**

No comments by the Committee.

**GOV007/23 Review 2023/24 Invoices**

Cllr J White reviewed the Bank statements, Bank Reconciliations, and invoices for the year so far.

**GOV008/23 Items for the next agenda**

To meet after the mid-year audit report has been received.

Recruit more Councillors to join the Committee.

**GOV009/23 Date of next meeting**

TBC

**Meeting Closed at 1900hrs**

**GEMMA KEIHER-KNAPPER (Clerk/ Proper Officer)**
**Fulford Parish Council**
clerk@fulfordparishcouncil.org.uk

| Signed | Date | Position |
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