

**WIGGINTON PARISH COUNCIL**  
**The Old School, Mill Lane, Wigginton, York YO32 2PU**  
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DRAFT Minutes of the Meeting of Wigginton Parish Council's Finance Committee, held on Friday 5<sup>th</sup> May 2021 at 18:30 using Zoom.

**Present**

Cllrs Runciman (Chair), Denton, Finch, Spence and Vaughan.

In attendance: The Clerk

**F20/028 Chair's welcome**

The Chair welcomed everyone to the meeting.

**F20/029 To receive apologies for absence**

No apologies were received.

**F20/030 To receive any declarations of interest**

No interests were declared.

**F20/031 To confirm and sign the Minutes of the Finance Committee meeting held on 28<sup>th</sup> April 2021**

It was RESOLVED to approve the Minutes of the Finance Committee meeting held on 28<sup>th</sup> April 2021.

**F20/032 To consider the List of Policies and Core Documents and to consider policies for review to include:-**

**a) To consider the adoption of a new Grant Awarding Policy, application form, reporting form and terms of reference.**

After some discussion and with some amendments, it was RESOLVED to adopt the 2021 Grant Awarding Policy, the Grant Application Form, the Grant Reporting Form and the Grant Awarding Policy Terms of Reference.

**b) To review the Data Protection Policies and Privacy Notices.**

The Privacy Notices were deferred to the next meeting.

**F20/033 To consider year end processes and internal control measures to include:-**

**a) To consider the amended Risk Management Register.**

The Risk Management Register was deferred.

**b) To consider the Internal Control Plan for 2021/22.**

The Internal Control Plan for 2021/22 was deferred.

**F20/034 To agree the date and time of the next meeting.**

The date of the next Finance Committee meeting will be set at a later date.

The Chair closed the meeting at 19:00.