



# Locking Parish Council

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Locking, North Somerset BS24 8AR

## Minutes of a Meeting of Locking Parish Council's Finance and Human Resources Committee held on Thursday 17 July 2025 7.45pm

Meeting opened: 7.45pm

Meeting closed: 7.57pm

**Present:** Councillors: Cllr Prosser, Cllr Bearsby, Cllr Lacey, Cllr Tremlett, Cllr Ashdown, Cllr Schofield,  
Cllr Poynton, Cllr Jones, Cllr Huish, Cllr Sizer

Also Present: The Clerk and 1 member of the public

### PUBLIC PARTICIPATION

**To receive and hear any person who wishes to address the Committee:** None received

### MATTERS FOR DECISION

**FHR10 To receive Apologies for absence and to approve reasons where appropriate:**

Cllr ap Rees – Approved

**FHR11 To receive Declarations of Interest by PCllrs and to consider any written applications for dispensations:** None

**FHR12 To receive and confirm the Minutes of the Finance & Human Resources Committee meeting held on 15 May 2025.**

**RESOLVED:** That the Minutes of the Finance & Human Resources Committee meeting held on 15/05/2025 (previously circulated), be taken as read, agreed as being a true and correct record and as a consequence, signed by the Chairman of the meeting. **AGREED.**

**FHR13 Internal Financial Controls Procedure and Report for Q1: Report from Cllr Bearsby.**

It is a requirement that the Parish Council ensures that its financial management is adequate and effective and that the Parish Council has a sound system of internal control which facilitates the effective exercise of their functions and which includes arrangements for the management of risks as per Locking Parish Council Financial Regulations 2.6.

Cllr Bearsby had confirmed that he had conducted a robust review of the Internal Financial Controls for the first quarter of this financial year and was pleased to advise that as per his report everything was in good order.

Members thanked Cllr Bearsby for carrying out the review.

There were no recommendations for Full Council to consider. **Noted**

**FH14 Quarterly review of the following Budgets and Reserves as at 30 June 2025.**

All noted with no recommendations:

General Account

Assets & Amenities Committee

Community Support Fund

Locking Community Events

OBR Car Park

Electronic Gates

**Reserves:**

General Account

**FHR15 Items for next Agenda:**

Review of Budgets for potential works to Parish Hall flat Roof and Installation of Electric Gate Project  
Consider projects for next financial year

There being no further business the Chairman closed the meeting at 7.57pm.

Signed (Chairman).....

Date.....

**The next meeting of Locking Parish Council's Finance & Human Resources Committee will be held on 18<sup>th</sup> September 2025**

DRAFT