



Ripley Parish Council Office
Victory House
High Street
Ripley
GU23 6AF
Phone: 01483 224847
clerk@ripleyparishcouncil.gov.uk
www.ripleyparishcouncil.gov.uk

23.02 Full Council Background Paper

Agenda item 8iii: *Internal Audit Report*

Items to note:

- Financial Regulations 4.1 and 4.5: the council may wish to consider increasing the Clerk's [spending] limit within FR 4.1 and 4.5 to a higher figure than £500 based on their level of experience and knowledge.
- The council has adopted the General Power of Competence (GPC) and the s.137 thresholds [£8.82 per elector] do not apply.
- [The risk schedule] is not always being adhered to and the council should consider reviewing this to ensure it is realistic and achievable. Also, the addition of a risk matrix to quantify the risk level assessment may provide greater transparency.
- The general reserve balance currently equates to less than one months' net revenue expenditure equivalent, although next year's budget includes the additional of circa £15,000 to the general reserve. This would bring the general reserve balance to within the recommend guidance, but at the lower end and I recommend the council keeps this figure under careful review.
- The council maintains a petty cash float of £300 for the Christmas fair, with other minimal incidental expenditure during the year. This is reconciled through the Rialtus software, although this reconciliation is not checked quarterly by the council, and I recommend this is put in place alongside the other quarterly reconciliation checks

Agenda item 10ii: *Litter bins*

No further information at time of writing.

Agenda item 10iv: *Correspondence: Re seeding of green*

Ripley Parish Council resolved to consider financial help for this project, Minute ref: 057/22.

Agenda item 10viii: *Public loos service contract*

KH Plumbing:

Yes of course this is something we can do.

Kevin Howell the business owner has suggested that we can do this for our local Parish Council and can confirm that we will not charge a call out fee, but any works undertaken would be at the cost of £58.50 per hour.

If you need to send any papers, then please do to this email address or post, either which way, we do not mind at all.

We look forward to hearing from you.

Agenda item 11iii: *Parish Council Elections 2023*

West Horsley Parish Council is hosting an 'becoming a councillor' talk / Q&A on 21st February at 1845. Anne Bott of SALC will give an introduction. With three seats on Ripley Parish Council becoming vacant, members are asked to encourage interested parties to attend.

Agenda item 11iv: *Annual Parish Meeting 2023 & Full Council meeting scheduled for 21.06.2023*

The Annual Parish Meeting is scheduled for 5th April 2023. Whilst Ripley Parish Council uses the APM as an opportunity to promote the work of local organisations, the date falls within the 'pre-election period'. In order to avoid any accusations of politicking, council may wish to alter the date to avoid the pre-election period (23.03.2023-04.05.2023). The Annual Parish Meeting can take place on any day from 1st March to 1st June (inclusive).

Due to annual leave and work commitments of an existing councillor, council is asked to consider an alteration to the scheduled date of the June meeting. Alternative dates of either Tuesday 27th June or Thursday 29th June are suggested.

Agenda item 11v: *Ripley Parish representative to the Anne Haynes Charity*

A new Ripley representative to the Anne Haynes Charity, which provides small grants to young people in Ripley and Send Parishes, is required. There is one meeting held per year, at which the grant recipients are resolved. Members are asked to suggest parishioners who may be able to represent the village.