

FERRYHILL TOWN COUNCIL

Minutes of the meeting of the **CORPORATE GOVERNANCE COMMITTEE** held in the Council Chamber, Town Hall, Ferryhill on **TUESDAY, 9th December 2025 at 6pm.**

PRESENT: Councillor: C Atkinson (Chair)

Councillors: A Ferguson, P Mountford

Officials: L Owens, Town Clerk
G Fletcher, Internal Auditor

C.G.14.25-26 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor C Bihari, Councillor J Lathan and Councillor C Johnson.

C.G.15.25-26 DECLARATIONS OF INTEREST

There were no declarations of interest declared.

C.G.16.25-26 MEMBERS DISPENSATION

There were no members' dispensations in relation to any item of business on the agenda.

C.G.17.25-26 PUBLIC PARTICIPATION

There were no members of the public present

C.G.18.25-26 REPORT FROM INTERNAL AUDITOR

Members considered the progress of the audit work already completed during the period September 2025 – December 2025, including:

5.1 Allotments

RESOLVED

That this be received.

5.2 Payroll

RESOLVED

That this be received.

5.3 Accounts Receivable

RESOLVED

That this be received.

5.4 Tendering/Quotes Procedures

RESOLVED

That this be received.

5.5 Income Collection and Banking

Councillor A Ferguson discussed online funding applications such as Go Fund Me as he feels like we are missing out by not using these sites for the Mayors Charity and feels like we could raise a lot more money if we were to incorporate something like this. Mr. Fletcher who was in attendance at the meeting advised that he has spoken with other Councils about Councillor Fergusons query as he has raised this previously. Through his conversations with other Councils Mr. Fletcher advised that one Council he approached hadn't looked into this before and the other Council approached were not sure about going down this route. Councillor A Ferguson wondered if a way to get around using an online funding application would be to set this up as a charity. Mr. Fletcher advised the Town Clerk to speak to CDALC in relation to Councillor A Fergusons request.

RESOLVED

That this be received and that the Town Clerk liaises with CDALC in relation to the request from Councillor A Ferguson.

5.6 Accounts Payable

RESOLVED

That this be received.

C.G.19.25-26

REPORT FROM INTERNAL AUDITOR

Members considered a report from the Internal Auditor along with the terms of reference for proposed audits which had been previously circulated.

Mr. Fletcher was in attendance and welcomed any comments from Councillors on his report. Mr. Fletcher discussed his terms of reference and explained that these include six audits which are due to be completed between January 2026 – March 2026.

RESOLVED that:

- a. Review of the Works Department – the report be accepted.
- b. Risk Management – the report be accepted.
- c. Main Accounting – the report be accepted
- d. Review of the Corporate Governance Arrangements – the report be accepted.
- e. Budgetary Setting and Budgetary Control – the report be accepted.
- f. Events – Events – the report be accepted.

Members thanked Mr. Fletcher for his work.

C.G.20.25-26

POLICIES DUE FOR RENEWAL

Members considered a policy that the Town Clerk presented to them which is due for renewal. The Town Clerk presented the policy on Cemetery Rules and Regulations, and it was

RESOLVED that:

- a. Cemetery Rules and Regulations – Discussions took place in relation to this policy which needs to be amended due to some recent concerns at the cemetery that were raised at a previous Council meeting on the 22nd October 2025. The changes to the policy are highlighted in yellow and Members were given a copy of the policy which refers to the installation of Kerb surrounds. In addition to the amendments to this policy, Members were in agreement that the Town Council needs an overarching policy which is inclusive to how the Town Council can liaise effectively with all Members of the Community depending upon their needs.

Following the discussions in relation to the Cemetery Rules and Regulations Policy, members agreed to adopt the policy. In addition, it was agreed that the Town Clerk looks to create an overarching policy which is inclusive of how the Town Council can liaise effectively with all Members of the Community depending upon their needs.

There being no further business the meeting was closed at 6.50pm.

CERTIFIED AS A TRUE RECORD

CHAIR.....

DATE.....