C H I L T O N   T O W N   C O U N C I L

Minutes of the proceedings of the **Financial, Audit, Risk and Health and Safety Committee** held at Hutton House, Chilton on Monday 15 June 2026 commencing at 8.00pm

Present: **Chair:** Councillor E. Bruce
Councillors: D. Bright, R. Hirst, P. Malpas (Deputy Mayor; from 8.16pm), S. Reece (Mayor), S. Zapert
In attendance: C. Llewelyn, Town Clerk
Members of the public: None

31. To receive and accept apologies for absence

Apologies received from Councillor D. English. Councillor P. Malpas had advised she would be late.
Resolved: to receive the apologies. All agreed.

32. To receive declarations of interest on an agenda item

None received.

33. To receive Member Dispensations

None received.

34. To approve the minutes of the following meeting and recommendations therein-

   a. Financial, Audit, Risk and Health and Safety Committee Meeting held on 22 July 2025

Resolved: the minutes of the Financial, Audit, Risk and Health and Safety Committee Meeting held on 22 July 2025 and the recommendations therein be accepted as a true record. All agreed.

35. To approve the financial transactions for May 2026 Appendix 1

Members agreed this matter had been covered the previous week at the Council's Ordinary Meeting.

36. To receive and review the detailed income and expenditure of the council from 1 April 2026 to 31 May 2026

Members agreed this matter had been covered the previous week at the Council's Ordinary Meeting.

37. Earmarked reserves

Members agreed this matter had been covered the previous week at the Council's Ordinary Meeting.

38. Forward Planning and budgets

The Clerk advised she has begun to draft a five year forward budget. This will be considered at the next Committee Meeting.

39. Audit Matters

The Clerk advised she had sent the Annual Governance requirements to the external auditor the day after the relevant Annual Governance Statements were approved the Council's June meeting.

40. To Review the Risk Register and identify any matters that may need to be updated, amended or actioned

The Clerk had identified areas to add to the risk register.

Resolved: the Clerk to update the risk register and circulate in advance of the next meeting.

41. To review the asset risk inspections

Resolved: the Clerk to check on the appropriate frequency of inspections and to bring this back to Committee. All agreed.

42. To receive the playground inspection reports and agree any actions identified in the report or reported by the Clerk

Resolved:

(1) the Clerk to escalate efforts to discuss the playground inspection service with Durham County Council and report to the next Council meeting. All agreed.

(2) the Clerk to check with the insurer regarding the testing discussed. All agreed.

43. To receive and review the Asset Inspection Schedule and agree any actions identified during inspections

This matter was discussed earlier in the meeting.

44. To consider any health and safety requirements for Hutton House

Resolved: the Clerk to purchase first aid requirements for Hutton House.

45. To raise any health and safety matters for the Town Council

Resolved: the Clerk to arrange legionella risk assessment for Hutton House.

46. Agree items to be taken to next Council Meeting

All actions to be reported in the Committee Meeting minutes to the next Council Meeting.

47. Date of next meeting

Resolved: the date of the next meeting is Monday 6th July 2026 at 6.00pm.

Meeting Closed at 8.27pm

Signed:

Chair of the Committee Meeting

Date: