

EBERNOE PARISH COUNCIL

STANDING ORDERS

1. There shall be at least 3 council meetings per year in addition to the annual council meeting.
2. A quorum shall consist of at least 3 council members.
3. The council chairman must be elected on an annual basis from amongst council members.
4. The parish clerk will act as the responsible financial officer.
5. Contracts. Ebernoe parish Council has no permanent contracts. Where work is required, e.g. maintenance of assets, at least quotes shall be obtained before a contractor is selected. If the work required is to cost more than £500, then 3 quotes must be obtained.
6. The appointment of the internal auditor shall be reviewed on an annual basis.
7. The effectiveness of internal audit and control must be reviewed annually.