

# Whiteley Parish Council

## Finance Committee

Minutes of a meeting of the above Committee held at Meadowside Leisure Centre, Whiteley on Wednesday 24<sup>th</sup> April 2013 at 7.50pm.

**Parish Council Committee members present:** Colin Bielckus (Chairman), David Jenkins, Mike Evans.

Parish Councillors Roland Diffey, Chris Harper, Tasmin Smith, Pat Thew, three members of the public, Parish Clerk Nicki Oliver.

1. **To receive apologies for absence** Peter Inman.
2. **To receive declarations of interest regarding agenda items** None.
3. **To adjourn meeting to allow participation by members of the public**  
Resident Brenda Hatch asked if the bank balance noted in item 7 included this year's precept. **The Chairman advised that it did not.**
4. **Meeting resumed to consider the following agenda items:**

4.1 To consider grant application from Whiteley Wanderers Youth Football Club (circulated previously) **It was agreed to recommend to Full Council a grant of £750.**

4.2 To receive income and expenditure report April 12- March 13 **Received.**

4.3 To review Internal Controls and Risk Assessment 2012/13 prior to production of an Action Plan for inclusion with end of year accounts **Reviewed and some minor amendments noted including Clerk to send copy of cashbook to Chairman quarterly as she is the only holder of the accounts software.**

4.4 To review audit tests carried out for 2011/12 and agree scope of internal audit work required for 2012/13 **Reviewed and agreed the scope should be as 2011/12.**

4.5 To review draft accounts for internal audit as follows:

1. Receipts and payments accounts 2012/13
2. Asset register April 2013
3. Supporting statement 2012/13
4. Action Plan to improve effectiveness of internal controls and risk assessment procedures 2013/14 / Review April 2013
5. Annual Governance Statement 2012/13

**Accounts reviewed and approved for recommendation to Full Council**

5. **To identify any unmanaged risks within this committee's remit** None.
6. **Review effectiveness of communication, development of links with other community organisations and support for local democracy through making information more widely available** Information on the precept was included in the March edition of the Whiteley Voice.
7. **Recent correspondence / reports from meetings of relevance to this committee**  
Bank balance end March 2013 £91,784 **Noted.**

Meeting closed 8.46pm