

Whiteley Town Council

Finance Committee

Minutes of a meeting of the above Committee held in the Council Rooms at Meadowside Leisure Centre, Whiteley on Wednesday 21st May 2014 at 7.30pm.

Committee members present Colin Bielckus (Chairman), Malcolm Butler (Vice-Chairman), John Butter, Mike Evans, David Jenkins, Tasmin Smith, Pat Thew, Chris Wye.

Five members of the public, Town Clerk Nicki Oliver.

1. **To elect a Chairman for the ensuing year** Colin Bielckus elected.
2. **To elect a Vice-Chairman** Malcolm Butler elected.
3. **To receive apologies for absence** Hazel Croft-Phillips, Chris Harper.
4. **To receive declarations of interest regarding agenda items** None.
5. **To adjourn meeting to allow participation by members of the public**
Resident Brenda Hatch raised concerns about council running costs, particularly events.

6. Meeting resumed to consider the following agenda items:

6.1 To consider options for depositing council funds **Refer to next meeting.**

6.2 To receive income and expenditure report April 13- March 14 **Received.**

6.3 To review Internal Controls and Risk Assessment 2013/14 prior to production of an Action Plan for inclusion with end of year accounts
Reviewed and Action Plan agreed.

6.4 To review internal audit report for 2013/14 **Report reviewed.**

6.5 To review draft accounts for external audit as follows:

1. Receipts and payments accounts 2013/14
2. Asset register April 2014
3. Supporting statement 2013/14
4. Action Plan to improve effectiveness of internal controls and risk assessment procedures 2014/15 / Review April 2014
5. Annual Governance Statement 2013/14

Accounts approved for external audit. Box showing breakdown of funds held to be added to receipts and payments accounts. Risk matrix to be developed for next year.

7. **To identify any unmanaged risks within this committee's remit**
Assessment of risks included with end of year accounts.
8. **Review effectiveness of communication, development of links with other community organisations and support for local democracy through making information more widely available** Continue to monitor.

- 9. Recent correspondence / reports from meetings of relevance to this committee** For the next agenda: to review and adopt new Finance Regulations as recommended by NALC.

Meeting closed 8pm