

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 22nd April 2015 at 8.34pm.

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

Two members of the public, Town Clerk Nicki Oliver

1. **To receive apologies for absence** Hazel Croft-Phillips, Pat Thew.
2. **To receive declarations of interest regarding agenda items** None.
3. **To adjourn meeting to allow participation by members of the public** Not required.
4. **Meeting resumed to consider the following agenda items:**
 - 4.1 To consider options for depositing council funds **Refer to next meeting. Clerk attending course on investment options on 10th June.**
 - 4.2 To confirm the Chairman has verified the bank statements January – March 2015 **Clerk to forward statements to Chairman.**
 - 4.3 To consider NALC pay increase review for clerk **Pay increase as NALC recommendations agreed.**
 - 4.4 To review [Risk Assessment for Major Public Assets April 2015](#) **Reviewed.**
 - 4.5 To review [Risk Assessment of Financial and Non-Financial Internal Audit Controls April 2015](#) prior to production of an Action Plan for inclusion with end of year accounts **Reviewed.**
 - 4.6 To review [audit tests carried out for 2013/14 \(as 2011/12\)](#) and agree scope of internal audit work required for 2014/15 **Audit tests as previous years agreed.**
 - 4.7 To review draft accounts for internal audit as follows:
Supporting docs:
[Cash book Code Totals 14/15](#)
[Bank statement 14/15](#)
[Asset refurbishment and replacement planning](#)
 1. [Receipts and payments accounts 2014/15](#)
 2. [Asset register April 2015](#)
 3. [Supporting statement 2014/15](#)
 4. [Action Plan to improve effectiveness of internal controls and risk assessment procedures 2015/16](#)
 5. [Annual Governance Statement 2014/15](#)

Agreed to recommend 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** Continue to monitor.
7. **Recent correspondence / reports from meetings of relevance to this committee** None.

Meeting closed 9pm