

Whiteley Town Council

Finance Committee

Minutes of a meeting of the above Committee to be held in the Council Rooms at Meadowside Leisure Centre, Whiteley on 13th April 2016 at 7.40pm.

Committee members present Colin Bielckus (Chairman), Mike Evans, David Jenkins, Tasmin Smith, Pat Thew.

Town Clerk Nicki Oliver.

1. **To receive apologies for absence** Andy Baker, Malcolm Butler (authorised), Hazel Croft-Phillips.
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, advice not to move fund around, interest rates on deposits remain very low.**

4.2 To receive income and expenditure report April 15- March 16 **Received. HALC and NALC levies to be itemised separately for 2016/17.**

4.3 To review Internal Controls and Risk Assessment 2015/16 prior to production of an Action Plan for inclusion with end of year accounts **Reviewed, Interim internal audit recommends the adoption of a fraud and anti-corruption policy and segregation of duties policy/matrix. To be included as agenda items for the next meeting.**

4.4 To approve internal audit tests for 2015/16 **internal audit requirements agreed to be as last year.**

4.5 To review draft 2015/16 accounts for internal audit as follows:

1. Annual Governance Statement
2. Receipts and payments accounts
3. Asset register April 2016
4. Supporting statement
5. Action Plan to improve effectiveness of internal controls and risk assessment procedures 2015/16 / Review April 2015

Agreed to recommend to Full Council for approval.

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 8.08pm