

Whiteley Town Council

Finance Committee

Minutes of a meeting of the above Committee held in the Council Rooms at Meadowside Leisure Centre, Whiteley on 14th September 2016 at 8.30pm.

Committee members present Malcolm Butler (Chairman), Andy Baker, David Jenkins, Tasmin Smith.

Parish Councillor Vivian Achwal, one member of the public, Town Clerk Nicki Oliver

1. **To receive apologies for absence** Colin Bielckus, Mike Evans, 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 (Chairman) **Refer to next meeting.**
 - 4.2 To receive external audit report – no issues raised (Clerk) **Report circulated to all councillors as required by the Finance Regulations.**
 - 4.3 To receive update on outstanding internal audit requirements (Clerk)
 - 4.3.1 To review Finance Regulations to remove impractical policies **Regulations reviewed and amendments to be recommended to Full Council.**
 - 4.4 To update Asset Replacement Fund for 2016.17 (Clerk) **Updated Fund and reserves noted.**
 - 4.5 To agree an Anti-fraud and Corruption Policy for the Town Council (Chairman) **Agreed to recommend circulated policy to Full Council for adoption.**
 - 4.6 To consider whether a Segregation of Duties Policy / Matrix is required (Chairman) **Refer to next meeting.**
 - 4.7 To consider the following grant applications:
 - 4.7.1 Henry Cort Community College request for contribution towards music equipment **Applicant to be asked to resubmit the application on the Town Council form.**
 - 4.7.2 WCC Parkrun project request for a contribution towards set up costs **Agreed to recommend a grant of £800 to Full Council with a condition that it is returned if the project fails.**
 - 4.8 Proposal to choose the HCC LGPS as the Town Council's pension scheme for auto-enrolment and to begin the declaration of compliance. **Proposal agreed.**
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 8.52pm