

Whiteley Town Council

Finance Committee

Dear Committee Members

You are hereby summoned to attend a meeting of the above Committee to be held in the Council Rooms at Meadowside Leisure Centre, Whiteley on 17th January 2018 at **8.15pm**. The business to be transacted at that meeting will be:

- 1. To receive apologies for absence**
- 2. To receive declarations of interest regarding agenda items**
- 3. To adjourn meeting to allow participation by members of the public**
- 4. Meeting resumed to consider the following agenda items:**

4.1 To consider options for depositing council funds (Chairman)

4.2 To consider whether a Segregation of Duties Policy / Matrix is required (Chairman)

4.3 To consider issues raised by LGPS funding consultation (Chairman)

4.4 To receive interim internal audit report (Chairman)

Actions:

1. To consider whether 6 monthly VAT returns are required (currently annual)
2. Review of internal audit report to go to Full Council – agenda item for February
3. Review the Members' Code of Conduct – action for SDP Committee in 2018
4. Bank statements to be signed by councillor signing the bank reconciliations – to be actioned from December 2017
5. Review of how cash balances are held, currently all with Lloyds

Other actions:

1. Review decision to continue to not insure play areas for all risks
2. Fireworks income managing cash – to review
3. To note change of external audit provider

4.5 To consider grant request from Home Start

4.6 To consider grant request from Cornerstone CE Primary School

- 5 To identify any unmanaged risks within this committee's remit**
- 6 Review effectiveness of communication, development of links with other community organisations and support for local democracy through making information more widely available**
- 7 Recent correspondence / reports from meetings of relevance to this committee.**