

# FINANCE AND GOVERNANCE COMMITTEE



The meeting of the Finance and Governance Cttee will be held on Thursday 13<sup>th</sup> June 2019 at 10.00 am in the Committee Room at the Town Hall.

Signature

Date 7<sup>th</sup> June 2019

## Agenda

1. **Election of Chairman** – to appoint a Chairman of the Finance and Governance Cttee for 2019/20.
2. **Apologies:** To receive apologies for absence.
3. **Declarations of interest:**
  - a) To receive any declarations of Personal Interest regarding the agenda.
  - b) To receive any declarations of Pecuniary Interest regarding the agenda.
  - c) To receive any request for dispensations regarding the agenda.
  - d) To receive details of any lobbying to members.
4. **To note approved Terms of Reference of the committee;**

***Aims:** The aims of the Finance and Governance Cttee is to oversee and advise the Council on all matters relating to; Financial and other Risk Management, and Policy Issues. The cttee does not have responsibility for prioritising projects/ spending – this is a decision for full council.*

*Responsibilities: for review, proposing action, or recommendations concerning;*

*The monthly management reports*

*The internal and external auditing requirements and related matters. The Audit and Governance and the report of the auditor*

*The Annual budget for the Council and monitoring of financial records*

*The Preparation for the setting of the annual precept*

*The Annual review of Council's Standing Orders and Financial Regulations*

*To consider donation requests and make recommendations to council.*

*The consideration of best value throughout the council's finance.*

*The review of Council service contracts/ providers at the appropriate intervals.*

*The Council policies not expressly delegated to any other committee of the Council - ensuring that all the Council policies are maintained compliant with current regulations and kept reviewed in the context of local need.*

5. **Matters from the public**
6. **Minutes of the last meeting**
7. **Establish work priorities 2019**
8. **Management accounts 2019/20**
9. **Bank account options**
10. **Donations – to receive requests**
11. **Audit 2018/19 – to consider any outstanding matters**
12. **Online Banking – to consider advantages/ disadvantages – and audit implications.**
13. **Governance matters – policies to review**
  - Standing Orders
  - Policy on opening of Kilcock Toilets
  - Policy re shuttle bus operation
  - Terms of Reference for Town Council Trustee on SMF and other Trusts
  - Annual Investment Policy and Strategy to be drawn up.
  - Policies to review; a) child protection, b) lone worker, c) social media employees.
14. **Other matters to consider - Nalc Pay scales 2019/20**

*The purpose of the meeting is for Councillors to discuss Town Council business and whilst the attendance of electors is welcomed, they are not allowed to join in the discussions of the Councillors.*

*During each meeting the council will adjourn for a period for public questions. During this time, electors can put questions to the Chairman regarding matters on the agenda. Where possible, the Chairman will respond but the matter may have to be deferred and placed on a later month's agenda for discussion.*

