



WENDOVER PARISH COUNCIL

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FINANCE COMMITTEE

19th November 2019 – 7:30pm

St. Anne's Hall, Wendover

Committee Membership:- Cllrs Bulpett (SB), Clayton (MC) Clare (KC), Green (RG), Gregory (NG), Walsh (TW) and Worth (SW).

To: All Committee Members

YOU ARE HEREBY SUMMONED TO ATTEND THE ABOVE-MENTIONED MEETING, WHEN IT IS PROPOSED THAT THE BUSINESS TO BE TRANSACTED SHALL BE AS SET OUT BELOW.

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND.

AGENDA

1	APOLOGIES FOR ABSENCE	
	To consider any apologies for absence received.	Decision/ALL
2	DECLARATIONS OF INTEREST	
	In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 and the Wendover Parish Council Code of Conduct.	Decision/ALL
3	PUBLIC PARTICIPATION – <i>Maximum 3 minutes per speaker</i>	
4	MINUTES	
	To confirm the minutes of the Finance Committee meeting of the 20 th August 2019 as a true record.	Decision/ALL
5	CORRESPONDENCE	
	To note and consider any items of Correspondence relevant to this Committee.	Decision/ALL
6	GENERAL REPORTS	
a	To receive an actions, update report from the Clerk/RFO.	Discussion/KS
b	To review the I&E report, EMRs and balance sheet for October 2019.	Discussion/KS
c	To review the over £1000 report and VAT reclaim for July to September 2019.	Discussion/KS
d	To review the bank reconciliations and statements for July to September 2019.	Discussion/KS
e	To review the cash book reports for July to September 2019.	Discussion/KS
f	To review the YTD Petty Cash reconciliation.	Discussion/KS
g	To receive an update on project costs.	Discussion/KS
h	To review and sign off any recent journals.	Discussion/KS
7	OTHER MATTERS	
a	KPI Performance	
	To receive a report on the Council's performance by its Key Performance Indicators (KPIs).	Note/KS
b	Risk Management Schedule	
	To receive an update on the Risk Management Schedule.	Note/KS
c	Hire Purchase Mower	
	To conduct the annual review of the costs associated to the sit on mower.	Note/KS
d	Policy Review	
	To review the investments policy.	Decision/KS
e	Virements	
	To consider some prepared suggested virements between budget lines 2019/2020.	Decision/KS

f	Budget 2020/21	
	To review the final draft of the 2020/2021 budget.	Decision/ALL
8	DATE OF NEXT MEETING	
	The next scheduled meeting of the Finance Committee is 18 th February 2020.	Decision/ALL
9	CLOSURE OF MEETING	

Signed:

Date: 14th November 2019



Keith Shelley
Clerk to the Council

Appendix One – Correspondence

Type	From	Content	Needs response?
None			