



WENDOVER PARISH COUNCIL

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EXTRAORDINARY FINANCE COMMITTEE

17th June 2019 – 3PM

St. Mary's Centre, St. Mary's Church, Wendover

Committee Membership:- Cllrs Bulpett (SB), Clayton (MC), Green (RG), Gregory (NG), Walsh (TW), Clare (KC) 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 – Maximum 3 minutes per speaker	
4	MINUTES	
	To confirm the minutes of the meetings of the 21 st May 2019 as a true record.	Decision/ALL
5	CORRESPONDENCE	
	To note and consider any items of Correspondence relevant to this Committee.	Decision/ALL
6	YEAR END 2018/2019	
a	To receive a report on the end of year financial position 2018/19 from the RFO.	Decision/ALL
b	To review and sign off the journals and virements for 2018/19 year end process.	Decision/ALL
c	To note and review the final I&E report for 2018/2019 year end.	Decision/ALL
d	To receive a report from the internal auditor for the year 2018/19.	Decision/ALL
7	NEW YEAR FINANCIALS 2019/2020	
a	To note the 2019/2020 annual budget by cost centre report.	Note/ALL
b	To note the 2019/2020 EMR opening balance report.	Note/ALL
c	To review the I&E report, EMRs and balance sheet for April and May 2019.	Decision/ALL
d	To review and sign off the cash book for April and May 2019.	Decision/ALL
e	To review the bank reconciliations and statements for April and May 2019.	Decision/ALL
8	Terms of Reference	
	To note the amended TOR to incorporate the changed Finance schedule of meetings.	Note/All
9	ITEMS FOR NEXT AGENDA	Discussion/ALL
10	DATE OF NEXT MEETING	
	To consider the scheduled date of the next meeting.	Decision/ALL
11	CLOSURE OF MEETING	

Signed:

Date: 12th June 2019



Keith Shelley
Clerk to the Council

Appendix One – Correspondence

Type	From	Content	Needs response?
Letter	British Gas	Change to monthly bills	No
Letter	Lloyds Bank	Damaged Cheque (weekly market)	No