



**WENDOVER PARISH COUNCIL**

Address: The Clock Tower, High Street, Wendover,  
Aylesbury, Buckinghamshire HP22 6DU  
Telephone: 01296 623056 Fax: 0871 236 1550  
Email: [clerk@wendover-pc.gov.uk](mailto:clerk@wendover-pc.gov.uk)

---

**FINANCE COMMITTEE AGENDA**  
**Tuesday 18<sup>th</sup> August 2020 at 7.30pm**  
**Online Meeting via Zoom**

---

**Committee Membership:** Cllr Bulpett, Clare, Green, Gregory, Walsh and Worth.

**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. MEMBERS WISHING TO ATTEND MUST CONTACT THE CLERK FOR THE MEETING LOG ON DETAILS.**

---

**AGENDA**

---

**1. APOLOGIES FOR ABSENCE**

To consider any apologies for absence received.

**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.

**3. PUBLIC PARTICIPATION**

A maximum of 3 minutes per speaker will be allowed

**4. MINUTES**

To confirm the minutes of the Finance Committee Meeting of the 2<sup>nd</sup> July 2020 as a true record.

**5. CORRESPONDENCE**

To note and consider any items of Correspondence relevant to this Committee.

**6. CLERK REPORT**

To receive an update from the Clerk.

**7. GENERAL REPORTS**

- a) To review the I&E report, EMRs and balance sheet for July 2020.
- b) To review the over £1000 report and VAT reclaim for April to June 2020.
- c) To review the bank reconciliations and statements for April to June 2020.
- d) To review the cash book reports for April to June 2020.
- e) To receive an update on project costs up to June 2020.

**8. OTHER MATTERS**

**a) Risk Management Policy**

To review the new proposed Risk Management Register.

**b) Insurance**

To consider the 2020/21 quotation sought via the Council's chosen broker, Came & Company.

**c) Assets**

- (i) To review recent updates to the Asset Register.
- (ii) To consider adding streetlight to the asset register and per the Internal Auditors recommendations.

**d) Minor Grant Application**

To consider a minor grant application from WARA.#

**e) 2020/21 Virements**

To consider any virements for the 2020/21 budget.

**9. ITEMS FOR NEXT AGENDA**

**10. DATE OF NEXT MEETING**

To consider the scheduled date of the next meeting.

**11. CLOSURE OF MEETING**

Signed by *Keith Shelley*  
Clerk to the Council

Date: 13<sup>th</sup> August 2020