



# Meriden Parish Council

*the centre of england*

**FINANCE COMMITTEE MEETING 18<sup>th</sup> April 2017 @ 6 p.m. Venue: Pavilion**

## AGENDA

- 1. Welcome & Apologies**
- 2. Minutes of Previous Meeting (14/317)**
  - 2.1 Matters Arising
- 3. Finance Committee Membership – RW/ML/MH/MN/FLS/BB**
- 4. Budget 2017-18 Comparison**
- 5. Year End 2016-17**
- 6. Internal/External Audit**
  - 6.1 Audit arrangements for Year End
    - 6.1(i) Internal Audit – Mike Spencer
    - 6.1(ii) External Audit (Intermediate) - Grant Thornton
    - 6.1(iii) Edge IT Systems – Chris Edge (Continuation of Year 5 - Review)
- 7. Finance Risk Register**
  - 7.1 Details of public land & building assets
  - 7.2 Councillor Responsibilities
  - 7.3 Internal Controls
- 8 Policy Documents (Review)**
- 9 Internal Controls**
  - 9.1 Quarterly Checks
  - 9.2 Bank Statement Reconciliation v. Uncleared/Unpresented cheques
- 10 General Power of Competence**
  - 10.1 Councillor Training (GPC)
  - 10.2 Clerk/RFO Training (GPC) & CPD Points
- 11 Contractor Management Review/5 year contract fixed**
- 12 I & E Account to be available for Council Meetings**  
*(WALC recommendation monthly Councillor Scrutiny)*
- 13 Local Council Award Scheme** (all above related to new Transparency Code recommendations)
- 14 Website** *(Finance Inclusion including monthly payment approvals)*
- 15 Any Other Business**
- 16 Date of next meeting** *(suggest monthly meetings to year end)*