



# Meriden Parish Council

*the centre of england*

## FINANCE COMMITTEE MEETING

To be held at The Pavilion on 28<sup>th</sup> January 2016 @ 6 p.m.  
*Deferred and reviewed to 18<sup>th</sup> February 2016 @ 6 p.m.*

### AGENDA

1. Welcome & Apologies
2. Finance Committee Membership – *ML/RW/MH/BB*
  - 2.1 Terms of Reference
3. ***Budget 2016-17 – to be finalised 18-02-16 for approval recommendation to full Council 22-02-16***
  - 3.1 ***Business/Project Planning***
4. Review of Internal/External Audit Recommendations
  - 3.1 Audit arrangements for Year End
5. Finance Risk Register
  - 5.1 Details of public land & building assets
  - 5.2 Councillor Responsibilities
  - 5.3 Clerk/RFO
6. Policy Documents
  - 6.1 Financial Regulations Review – *See new WALC*
  - 6.2 Standing Orders Review
  - 6.3 Grant Policy Review including S137
  - 6.4 Finance Policy specific to Balances/Reserves
  - 6.5 Finance Policy specific to Investments
7. Quarterly Checks & Bank Statement Reconciliation v. Uncleared/Unpresented cheques
8. General Power of Competence
  - 8.1 Councillor Training (GPC)
  - 8.2 Clerk/RFO Training (GPC) & CPD Points
9. Contractor Management Review/5 year contract fixed
10. I & E Account to be available for Council Meetings  
*(WALC recommendation monthly Councillor Scrutiny)*
11. Local Council Award Scheme (all above related to new Transparency Code recommendations)
  - 12.1 Website (*Finance Inclusion*)
12. Any Other Business
13. Date of next meeting (*suggest monthly meetings to year end*)