



Meriden Parish Council

the centre of england

FINANCE COMMITTEE MEETING

To be held at The Pavilion on 28th January 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
 - 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*)