

***‘protecting and improving the quality of life***

***for all Bayston Hill residents’***

**Clerk to the Council/RFO: Caroline Higgins**

**Chairman: Cllr Fred Jones**

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Committee Members: Cllrs Parkhurst (Chairman), Gordon (Vice Chairman), Candy, Clarke, Jones, Gouge and Keel.

You are summoned to attend a meeting of the Finance Committee on Monday 11 April 2016 at 7.30 pm in the Memorial Hall.

**Caroline Higgins**

**Caroline Higgins**

**Clerk & RFO** 1st April 2016

# A G E N D A

F14.16 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE**

F15.16 **DECLARATION OF INTEREST** - *Disclosure of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members’ interests maintained by the Monitoring Officer*

F16.16 **PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS** – *To allow members of the public the opportunity to speak on an item listed on the Agenda up to a maximum of 3 minutes.*

F17.16 **MINUTES -** *To approve and sign the minutes of the Finance Committee meeting held on Monday 25January 2016.*

F18.16 **MATTERS ARISING FROM PREVIOUS MINUTES** - *To consider any matters arising from the minutes of the previous Finance Committee meeting held on Monday 25 January 2016.*

F54.15 Costs of projector & laptop for viewing meeting paperwork

F8.16 Review of cost codes at year end

F19.16 **REVIEW OF THE PURCHASE OF THE NEW TRACTOR AND ASSOCIATED STORAGE COSTS**

F20.16 **PLAY PARK RE-FIT – REVIEW OF COSTS**

F21.16 **PROCUREMENT REVIEW -** *See report attached*

F22.16 **5-YEAR PLAN**

F23.16 **BANK MANDATE –** *To authorise new cheque signatories for the Council’s existing bank accounts and sign the new Banking Mandate;*

F24.16 **BANK ACCOUNT REVIEW** *– To note the restrictions on the protection of combined balances above £75,000 in any one bank and consider transferring some reserves to suitable alternative banks.*

F25.16 **PAYMENTS**  – *To approve and sign all payments due.*

F26.16 **BANK RECONCILIATION** - *To agree and sign the Bank Reconciliation for all accounts, including Petty Cash.*

F27.16 **NETT POSITION BY COST CENTRE & CODE SUMMARY –** *To review the accounts for the final quarter of Financial Year 15/16.*

F28.16 **REVIEW THE FINANCE ROLLING PROGRAMME –** *To review the current finance rolling programme.*

F29.15 **ITEMS FOR NEXT MEETING**

F30.15 **EXCLUSION OF THE PRESS AND PUBLIC -** *To pass resolution to exclude the public under Schedule 12A of the Local Government Act 1972, so as to discuss the following confidential matters.*

F29.16 **CONFIDENTIAL MINUTES** - *To approve the confidential minutes of the meeting held on Monday 11 January 2016*

F30.16 **MATTERS ARISING FROM THE CONFIDENTIAL MINUTES** – *Subscriptions to outside bodies*