

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

 ***for all Bayston Hill residents’***

**Clerk to the Council/RFO: Emma Kay**

**Chairman: Cllr Fred Jones**

Parish Office

 Lyth Hill Road

 Bayston Hill

 Shrewsbury Telephone/Fax: 01743 874651

E-mail: baystonhillpc@hotmail.com

 [www.shrop.net/baystonhill](http://www.shrop.net/baystonhill)

Committee Members: Cllrs Parkhurst, Clarke, Jones, Gouge, Ms Candy and Keel.

You are summoned to attend a meeting of the Finance Committee on Monday 17 October 2016 at 7.30 pm in the Memorial Hall.

**Caroline Higgins**

**Caroline Higgins**

**Clerk to the Council** 12 October 2016

# A G E N D A

F45.16 **ELECTION OF VICE CHAIRMAN** – *In view of the resignation of Councillor Gordon a new Vice-Chairman must be elected.*

F46.16 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE**

F47.16 **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*

F48.16 **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.*

F49.16 **MINUTES -** *To approve and sign the minutes of the Finance Committee meeting held on Monday 11 July 2016.*

F50.16 **CLERKS REPORT ON MATTERS ARISING -** *To receive an update on any actions taken or outstanding from the previous Finance Committee meeting held on Monday 11 July 2016.*

F51.16 **BANK REVIEW –** *To approve the Clerk‘s attendance at a training event on 21 October, to include a presentation on Parish Council investments (Booking fee £15.00)*

F52.16 **INTERNAL AUDITOR’S REPORT –**

* *To note receipt of the Internal Auditor’s confirmation of independence and qualifications to conduct internal audits.*
* *To note and consider the findings of a recent mid-year audit.*

F53.16 **BANK RECONCILIATION** - *To agree and sign the Bank Reconciliation for all accounts, including Petty Cash.*

F54.16 **NETT POSITION BY COST CENTRE & CODE SUMMARY –**

* *To review the accounts for the first and second quarter of Financial Year 16/17.*
* *To approve the restructuring of the cost codes to simplify accounting procedures, including clarification of Capital and Reserve budget headings (separate report to follow)*
* *To confirm the allocations of earmarked reserves carried forward into 2016/17 (report to follow)*

F55.16 **PAYMENTS** – *To approve and sign all payments due.*

F56.16 **PLAY PARK PROCUREMENT AUDIT** – *To review accounting procedures relating to the purchase of new playground equipment (separate report to follow)*

F57.16 **REVIEW THE FINANCE ROLLING PROGRAMME –** *To review the current finance rolling programme.*

F58.16 **5–YEAR STRATEGY** – *To consider a recommendation that this be prepared, in draft form, for the approval of the new Council from May 2017.*

F59.16 **ITEMS FOR NEXT MEETING**

F60.16 **EXCLUSION OF THE PRESS AND PUBLIC -** *To pass resolution to exclude the public under Public Bodies (Admission to Meetings) Act 1960, so as to discuss the following confidential matters.*

F61.16 **CONFIDENTIAL MINUTES –** *To approve and sign the confidential minutes of the Finance Committee meeting held on Monday 11 July 2016*

F62.16 **CONFIDENTIAL CLERK’S REPORT -** *To note any actions arising or outstanding from the confidential minutes of the previous Finance Committee meeting held on Monday 11 July 2016.*

F63.16 **ANNUAL REVIEW OF PENSION BANDINGS –** *To review and confirm the pensions bandings set in April and forecast appropriate bandings for 2017/18*