



MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

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Monday 10th June 2019

To all members of the Council Finance Committee: Cllr Richard Wood (Chair of Council), Cllr John Glover (Vice Chair of Council), Cllrs Alan Baines, Nick Holder, Paul Carter, Paul Taylor & Stuart Wood

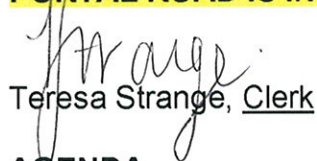
Dear Finance Committee members

Re: FINANCE COMMITTEE MEETING ON MONDAY 17th JUNE 2019

You are summoned to attend the Finance Committee Meeting which will be held on **Monday 17th June 2019, at 7.00pm at 1 Swift Way (off Westinghouse Way), Bowerhill Industrial Estate, Melksham, SN12 6GX** to consider the agenda below.

Yours sincerely,

PLEASE NOTE THAT PATHFINDER WAY IS CLOSED TO TRAFFIC AND A DIVERSION VIA PORTAL ROAD IS IN PLACE


Teresa Strange, Clerk

AGENDA

1. **Welcome, Housekeeping and Apologies**
2. To receive **Apologies and approval of reasons given.**
3.
 - a) To receive **Declarations of Interest**
 - b) To consider for approval any **Dispensation Requests** received by the Clerk and not previously considered.
4. **Public Participation**
5. To review parish council's compliance to the **Governance & Accountability for Smaller Authorities in England (March 2019)**
6. **Statement of Accounts & Accompanying Report 2018/19**
 - a) To review Statement of Accounts and Accompanying Report for 2018/19
 - b) To review the Bank Reconciliation as at 31st March 2019

Serving rural communities around Melksham

- c) To review Reserves breakdown as at 31st March 2019
- d) To review receipts and spend of CIL (Community Infrastructure Levy) for 2018/19
- e) To review spend of Sandridge Solar Farm funding for 2018/19
- f) To approve Asset Value figure for year ending 31st March 2019
- g) To recommend for approval by Full Council the Statement of Accounts & Annual Report for the year ending 31st March 2019
- h) To recommend for approval Local Government Transparency Code Compliance Report for 2018/19

7. **Audit:**

- a) To note review of action taken against Internal Audit report for 2017/18 and no action to be taken as result of External Audit report for 2017/18
- b) To consider Internal Auditor's reports for 2018/19 (*Visits 12th March & 5th June*)
- c) To consider effectiveness of internal control (*Visit Cllr Glover 10th June*)
- d) To appoint Internal Auditor for 2019/20
- e) To note guidance from External Auditors
- f) To consider answers to Section 1 (Annual Governance Statement) of External Audit documentation (*Full Council will also need to consider separately on 24th June*)
- g) To recommend for approval by Full Council the External Audit Annual Return and additional information requested
- h) To note key dates for Exercise of Public Rights

- 8. To consider making **Fixed Term Deposits** for longer periods of time

Copy to: All Councillors