

Thursday 22nd May 2014

To all members of the Council Finance Committee: Chair, Vice-Chair, Cllrs Alan Baines, Rolf Brindle, Pat Nicol and Mike Mills

Dear Finance Committee members

Re: GRANTS MEETING ON MONDAY 2ND JUNE 2014

You are summoned to attend the Finance Committee Meeting which will be held on **Monday 2nd June 2014 at Crown Chambers, 7 Market Place, Melksham at 8.00pm** (following the Planning Committee) to consider the agenda below.

With very best wishes,

Yours sincerely

Teresa Strange

Clerk

AGENDA

1. Welcome and Apologies
2. To receive Declarations of Interest
3. Public Participation
4. To consider Grant Applications for 2014/15
5. To consider Subscriptions for 2014/15
6. To consider Chair's Allowance for 2014/15

7. Annual Review of Risk Assessment and Financial Regulations
 - a) To note revised NALC Financial Regulations (to include internet banking)
 - b) To note new legislation to repeal s150(5) of 1972 Local Government Act re Cheque signing
 - c) To review Parish Council Financial Risk Assessment
 - d) To review Parish Council Financial Regulations
 - i) 5.1 Banking and cheque procedures
 - ii) 8.2 Investment policy
 - iii) 9.3 Fees and charges
 - iv) Tender threshold
8. Review procedure of Internal Audit
9. Review of Bowerhill Sports Field finance aspects for 2014/15
 - a) Pitch fees
 - b) VAT position
 - c) Rates position
10. Crown Chambers office accommodation
 - a) To note lease renewal
 - b) To consider quotations for meeting furniture (*budget amount approved Min. 352/13*)
11. Staffing costs:
 - a) To note latest national pay negotiation
 - b) To review Travel Allowance and Fuel reimbursement amounts
 - c) To note employer pension contribution rates
12. Number of electors in the Parish – to note new houses occupied in Parish