

# Whittington Parish Council

T: 01691 829571

E: clerk@whittingtonpc.com

www.whittingtonpc.com

Hawthorn Cottage, Porthywaen, Oswestry, Shropshire, SY10 8LX

19<sup>th</sup> September 2018

Dear Finance and Executive Committee Members (Cllrs F Davies, G Hickman, P Jones and J Whitby)

You are summoned to attend a meeting of the **Finance and Executive Committee** to be held on **Tuesday 25<sup>th</sup> September 2018 at 6.15pm** in The Senior Citizen's Hall, Whittington for the transaction of business as set out in the Agenda below.



Mrs A Jones  
Clerk to the Council

## AGENDA

<b>7.18.FE</b>	<b>APOLOGIES FOR ABSENCE</b>
<b>8.18.FE</b>	<b>DISCLOSABLE PECUNIARY INTERESTS</b> Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. <i>[Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable interest, whether or not the interest is entered in the register of members' interest maintained by the Monitoring Officer]</i>
<b>9.18.FE</b>	<b>CONFIRMATION OF MINUTES</b> To confirm the Minutes of the Finance and Executive Committee Meeting held on 21.08.2018
<b>10.18.FE</b>	<b>STANDING ORDERS</b> Review the Council's Standing Orders and make recommendation to the council.
<b>11.18.FE</b>	<b>FINANCIAL POLICIES AND PROCEDURES</b> <ul style="list-style-type: none"><li>a) Review the Parish Council's Financial Regulations and make recommendations to the Council</li><li>b) Review the Parish Council's Accounting Procedures Risk Assessment and make recommendations to the Council</li><li>c) Review the Parish Council's Internal Control Procedure</li><li>d) Make recommendations to Council on the appointment of an Internal Auditor for 2018/19</li></ul>
<b>12.18.FE</b>	<b>FINANCIAL MATTERS</b> <ul style="list-style-type: none"><li>a) Monitor financial progress of the council's expenditure against budget.</li><li>b) Consider opening an additional account to deposit council funds and make recommendations to the Council.</li><li>c) Consider the External Auditors report and make recommendations to the Council.</li></ul>
<b>13.18.FE</b>	<b>DATE AND TIME OF NEXT MEETING</b> To agree the date and time of next meeting
<b>14.18.FE</b>	<b>EXCLUSION OF PRESS AND PUBLIC - To resolve:</b> That in accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public and press be excluded from the remainder of the meeting on the grounds that the following items to be considered involves the likely disclosure of confidential information. <ul style="list-style-type: none"><li>a) <b>Staffing Matters</b> – Carry out the Clerk's end of probation period review</li></ul>