

Wickham Parish Council

Finance Committee

Minutes of a meeting of the above Committee held at Wickham Centre on Wednesday 7th May 2014 at 7.30pm.

Present: Angela Clear (Chairman), Sue Roger-Jones (Vice-Chairman), Thérèse Evans, Justin Gamblin, Tim Harper, Jon Taylor.

Co-opted member Mark Cornick, Parish Clerk Nicki Oliver.

1. **To receive apologies for absence** Marie du Boulay, Di Frost, Nick Guy.
2. **To receive declarations of interest on agenda items** None.
3. **To adjourn meeting to allow participation by members of the public** Not required.
4. **Agenda**

4.1 To receive income and expenditure report April 2013- March 2014 **Received.**

4.2 To review Risk Assessment for Major Public Assets April 2014 **Received and reviewed.**

4.3 To review Risk Assessment of Financial and Non-Financial Internal Audit Controls April 2014 prior to production of an Action Plan for inclusion with end of year accounts **Received and reviewed.**

4.4 To review audit tests carried out for 2012/13 (as 2011/12) and agree scope of internal audit work required for 2013/14 **Agreed audit tests to be as for previous year.**

4.5 To review draft accounts for internal audit as follows:

1. Receipts and payments accounts 2013/14
2. Asset register April 2014
3. Supporting statement 2013/14
4. Action Plan to improve effectiveness of internal controls and risk assessment procedures 2014/15
5. Annual Governance Statement 2013/14 **Agreed to recommend to Full Council for external audit.**

4.6 To consider recent grant applications

It was agreed to recommend a grant of £2,500 to Wickham Festival, as precepted. Free entry for Wickham and Knowle residents on Sunday of the Festival.

5. **To identify any unmanaged risks within this committee's remit** None.
6. **Review effectiveness of communication, development of links with other community organisations and support for local democracy through making information more widely available** Continue to monitor.
7. **Recent correspondence/ reports from meetings attended of relevance to this committee** Life Education has made an grant enquiry for work at Wickham CE Primary School, an application form and further information has been requested.

Meeting closed 8pm