

# Wickham Parish Council

## Finance Committee

Minutes of a meeting of the above Committee held at Wickham Centre on Wednesday 8<sup>th</sup> April 2015 at 7.30pm.

**Present:** Angela Clear (Chairman), Sue Roger-Jones (Vice-Chairman), Therese Evans, Di Frost, Justin Gamblin, Jenny Hollis Nick Guy.

Parish Clerk Nicki Oliver

1. **To receive apologies for absence** Tim Harper, Jon Taylor
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 2014- March 2015 **Report received.**

**Request for the Chief Executive of HALC to attend a meeting to provide an overview of HALC's work.**

4.2 To review Risk Assessment for Major Public Assets April 2015 **Risk assessment reviewed.**

4.3 To review Risk Assessment of Financial and Non-Financial Internal Audit Controls April 2015 prior to production of an Action Plan for inclusion with end of year accounts **Risk assessment reviewed.**

4.4 To review audit tests carried out for 2013/14 (as 2011/12) and agree scope of internal audit work required for 2014/15 **Agreed to continue with the current scope of work.**

4.5 To review draft accounts for internal audit as follows:

1. Receipts and payments accounts 2014/15
2. Asset register April 2015
3. Supporting statement 2014/15
4. Action Plan to improve effectiveness of internal controls and risk assessment procedures 2015/16
5. Annual Governance Statement 2014/15

**Agreed to recommend accounts to Full Council for approval.**

5. **To identify any unmanaged risks within this committee's remit** Cllr Frost now has access to the Council's on line bank accounts and will make regular spot checks of income and expenditure.
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** None.

Meeting closed 8pm