

# ADDINGHAM PARISH COUNCIL

NOTICE IS HEREBY GIVEN that a Meeting of the Finance Committee of Addingham Parish Council will be held at **The Old School Room, Addingham** on **Wednesday 30 March** at **6.45pm**, for the purpose of transacting the business set out on the Agenda below. Members of the press and public are invited to attend and may address the Committee at the invitation of the Chairman.

[Sgd]

Jane Markham MA, ACIS

Clerk to Addingham Parish Council

22 March 2016

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## AGENDA

### 1. Apologies for Absence

To receive apologies and approve reasons for absence as notified by Members.

### 2. Disclosures of Interest *(With reference to Members Code of Conduct)*

To receive any declarations of interests (not already entered in the Members' Register of Interests) and to record from Members any disclosures of interests, including the nature of any such interests, which may be relevant to matters to be considered at the meeting.

*Note: Pursuant to Standing Orders, Members may remain in the meeting and take part fully in discussion and vote on any matter in which they have an interest, except where the interest is a disclosable pecuniary interest, in which case Members must withdraw from the meeting during discussion of the item in question, unless a dispensation has been obtained. Members are reminded that they must register within 28 days changes to their financial and other interests and notify the Monitoring Office of any gifts and hospitality received.*

### 3. Public Consultation and Question Time

To receive questions and comments on any matter listed on the Agenda or on any other matter associated with financial matters.

### 4. Terms of Reference *(Copy of draft Terms circulated to Members and available on Council website)*

To consider draft terms of reference and make recommendations, as appropriate, to the Annual Meeting of Council.

### 5. Financial Regulations *(With reference to Financial Regulations, adopted by Council on 16 March; copies of report on Regulations and draft timetable as circulated to members for Council meeting and available on website)*

To review Financial Regulations, and consider a timetable and responsibilities for their implementation.

### 6. Audit 2015/16 *(Electronic copies of accounting records will be available at the meeting.)*

To conduct an initial examination of financial records and internal control systems in preparation for the year-end audit 2015/16

### 7. Date of Next Meeting

To be convened as required, subject to approval of timetable for implementation of Financial Regulations (Agenda Item 5 above).