

ADDINGHAM PARISH COUNCIL

NOTICE IS HEREBY GIVEN that a Meeting of the Finance Committee of Addingham Parish Council will be held at the **Memorial Hall, Addingham** on **Tuesday 16 April 2019** at **7pm**, 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.

Jane Markham MA, ACIS, PSLCC
Clerk to Addingham Parish Council
11 April 2019

AGENDA

1. **Apologies for Absence**

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

2. **Disclosures of Interest**

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

Note: A listing of members' interests relevant to the business of the meeting, if any, will be reported at the outset of the meeting and will be recorded in the Minutes. Members are asked to check the Code of Conduct (available on website) to confirm their responsibilities. Members with interests defined in Appendix A of the Code (financial interests) must withdraw from the meeting during discussion of the item(s) in which they have an interest, unless a dispensation has been granted. Forms to apply for a dispensation, if necessary, will be available from the Clerk. Members without a dispensation may only remain in the meeting and take part in the discussion (but not vote on the matter) where their interests are personal interests as defined in Appendix B of the Code.

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. **Minutes of Meeting on 14 November 2018**

(Copy of draft minutes circulated to members and available on Council website)

To confirm the minutes of the meeting held on 14 November 2018 as a true and correct record

5. **Financial Control Systems 2018/19**

(Copies of accounting records distributed electronically to members)

To note the report of the Internal Auditor (**to be tabled**), and to review financial records, procedures and internal control systems, including updated risk assessment and insurance policies, in order to inform Council's consideration of the Annual Governance Statement 2018/19 (**Financial Procedures and Insurance Policies available on website; checklists, and copies of Risk Assessment Policy and updated risk assessments attached**)

6. **Monitoring Statement to 31 March 2019, Bank Reconciliation, and draft (unaudited) year end accounts 2018/19**

(Copies of statements distributed electronically to members)

To receive the final quarter's Monitoring Statement, the draft (unaudited) accounts 2018/19 and the Bank Reconciliation, and make recommendations, as appropriate, to inform Council's consideration of the Accounting Statement 2018/19

7. **Fixed Asset Register 2019**

(Copy of register distributed electronically to members)

To receive the updated Fixed Asset Register 2019

8. **Date of Next Meeting**

To be convened as required