

To all members of the Finance and General Purposes Committee

Notice is hereby given and you are summoned to attend a meeting of the Finance and General Purposes Committee on 28 July 2016 at Shinfield Parish Hall meeting room, commencing 19.30 hrs.

Mrs S E Roberts, Clerk
21 July 2016

Members: I Clarke, A Grimes (Ch), C Hughes, P Hughes, D Peer, R Pike.

Agenda

1. Appointment of Chairman

To appoint the Chairman for the committee

2. Election of Vice-Chairman

To receive nominations and elect a Vice-Chairman for the committee

3. Public questions

To receive and consider public questions and comment.

4. Apologies and declarations of members' interests

4.1 To receive and consider acceptance of apologies.

4.2 To receive members declarations of interest relating to the business of the meeting.

5. Minutes

5.1 To approve the minutes of the Finance and Staffing Committee meeting on 1st June 2016 as a correct record of the meeting (attached)

5.2 To receive information on matters arising, including mileage payments (see attached)

6. Terms of Reference

6.1 To note the committee's Terms of Reference for 2016/17 (attached) and consider any changes

6.2 To approve the committee's Terms of Reference for 2016/17

7. Grants Working Party

7.1 To note the working party's Terms of Reference for 2016/17 (attached)

7.2 To confirm the members of the Grants Working Party for 2016/17

7.3 To agree a date for the next meeting of the Grants Working Party

8. Financial report at 30 June 2016

8.1 To receive and consider a report on receipts and payments at 30 June 2016(attached).

8.2 To receive bank reconciliations and confirm bank balances at 30 June 2016.

9. Future Financial Reporting

9.1 To receive and consider draft proposals for new cost centres and nominal codes (attached)

9.2 To receive and consider draft proposals for financial reporting by budget responsibility and committee (attached)

10. 2016-17 Priorities

- 10.1 To consider the council's vision and service priorities for 2016-17 – see attached
- 10.2 To consider the budget-setting process for 2017-18

11. Additional IT Support for Members

- 11.1 To receive and consider proposals for further IT support for members – see attached report
- 11.2 To **RESOLVE** accordingly.

12. Correspondence

To consider correspondence items received, to include:

- letter from accountant Alan Harland regarding accountancy and financial management services – attached
- letter from Claire Connell regarding internal audit services – attached.