



New Alresford Town Council
Alresford Recreation Centre, The Avenue, Alresford,
Hants. SO24 9EP
Tel: 01962 732079 Fax: 01962 734639
Finance Meeting

You are summoned to a meeting of the Finance Committee 1st September, 2016 at 7.30pm
Alresford Recreation Centre, The Avenue, Lower Meeting Room, Alresford.

AGENDA

[*PAPERS]

**Note to residents: only Councillors receive attachments but three full sets will be available for the public at the meeting. Any resident may request a full set by giving notice 1 week prior to the meeting.*

- 1 **Apologies**
- 2 **Minutes of Finance Meeting held on 2nd June, 2016.** (attached 1)
3. **Declarations of Interest on Agenda Items**
- 4 **Public Participation (15 minutes for Public Questions)**
(Each speaker will be allotted 3 minutes. Questions put in writing at least three working days before the meeting will receive a response at the meeting.)
5. **Status of Financial Actions** (attached 2)
 - 5.1 To review the action plan for all matters identified as requiring attention on the 2016 Annual Review.
- 6 **Budget 2016/17** – To review Financial status as at end of July in order to identify committed expenditure. (attached 3)
- 7 **ARC Card Machine** (attached 4)
Resolution: To approve a card machine for the ARC bar.
- 8 **Financial Documents** (attached 5)
Risk Assessment - To review the Risk Assessment and alter if appropriate.
- 9 **Internal Auditor Update**
Resolution: To change Internal Auditor at the end of contract and thereafter to change Internal Auditor every three years.
- 10 **Balance Sheet** (attached 6)
Resolution: To review the quote with a view to commission a Balance Sheet.
- 11 **Create Earmarked (Named) Accounts.**
Resolution: To identify and designated reserves commissioned for future projects prior to year-end.
- 12 **Financial Regulations** (attached 7)
Resolution: To review the Financial Regulations recently retrofitted with new advice from HALC, in order to recommend acceptance to council.
- 13 **Procurement Cleaning Review** (attached 8)
Resolution: To consider alternative cleaning arrangements and recommend the way forward.

14 Review of PWLB Commitments (attached 9)

To ascertain whether it is financially viable to repay PWLB early in light of penalties.

15 ARC Sub Committee (attached 10)

15.1 Resolution: To recommend to Full Council a Sub-Committee of the Finance Committee be introduced to review the ARC.

15.2 Resolution: To approve the terms of reference for the ARC sub-Committee to be ratified by Full Council.

16 Meetings

16 Thursday 13rd October, 2016. Lower Meeting Room

**Stevie Kavanagh,
Town Clerk, New Alresford Town Council,
17th August, 2016**