

## Calne Without Parish Council

To Councillors Barnes, Rees, Crane, Hislop, Kronig, MacInnes, Price,

You are hereby summoned to attend a meeting of Calne Without Parish Council Finance Committee, at Lansdowne Hall, Petty Lane, Derry Hill on Monday 18<sup>th</sup> July at 7.30pm



Katherine Checchia  
Clerk to the Council 12th July 2022

### Agenda

#### **1 Apologies**

To receive apologies.

#### **2 Public participation/ Correspondence**

2.1 Public participation

Opportunity for members of the public to address the Committee.

2.2 Correspondence

For the Clerk to report any correspondence not circulated.

#### **3. Declarations of Interest**

Declarations from Councillors of any disclosable pecuniary interest (Standing Orders 13b) or other interest (Standing Orders 13c) in respect of matters being considered by the Council.

#### **4. Chairman Announcements**

#### **5. Minutes**

**Recommendation: That the Committee approve the [Minutes](#) of the meeting held on 4<sup>th</sup> April 2022 as a true and fair reflection of the motions agreed by the Committee and the discussion that took place and that these be signed by the Chairman as such.**

#### **6. Consideration of the recommendations from the Internal Audit report**

Internal audit [report](#) circulated to review and a consideration of recommendations.

**Recommendation that the committee to discuss internal audit report to agree any necessary changes to procedures.**

#### **7. Review and Agreement of the Terms of Reference**

[Terms of reference](#) circulated for review.

**Recommendation that the Committee review and agree the terms of reference.**

### 8. Review Risk Register

[Risk register](#) circulated for review.

**Recommendation that the committee review and discuss the financial aspects of the risk register.**

### 9. Review Financial regulations

Draft [Financial Regulations](#) circulated for review.

**Recommendation that the committee review and agree the Financial Regulations .**

### 10. Review Investment strategy.

[Investment strategy](#) circulated for review

**Recommendation that the committee review and agree the investment strategy.**

### 11. Review of long term Contracts

| Supplier      | Good /services                     | Contract price                                   |
|---------------|------------------------------------|--|
| Simon Day& Co | Payroll and HMRC reporting of same | £36 per quarter                                  |
| Idverde       | Servicing of the Council's 9 bins  | £2.50 ex VAT per bin per week, invoiced monthly. |
| Greg Fowler   | Noticeboard maintenance            | £85 per Board (4 Noticeboards)                   |
| Oakford IS    | IT support                         | £2764.80 paid for period 18/1/201 to 17/1/22     |
| Clearwater    | Website support                    | £25 plus VAT per month for half an hour support  |

**Recommendation that the committee review and agree any further actions in relation to the ongoing contracts.**

### 12. Review of asset status and maintenance needs

To review the [revised assets survey](#) maintenance needs including [maintenance report](#) into Derry Hill telephone box.

**Recommendation that the committee review the asset survey and consider the maintenance needs of the assets.**

### 13. Q1 budget review;

To review the [q1 budget](#) position.

**Recommendation the committee review the budget position and determine any amendments needed to the budget allocations.**

### 14. Councils Phone Provision

To review the [report](#) relating to Council phone provision.

**Recommendation; That the council consider the report provided and resolve the most appropriate method of providing telephone access to the council.**

**Budget; IT Development/ project running costs**

**Legislation LGA 1972 s 111**