

Calne Without Parish Council

To Councillors Rees, Robbins, Barnes, Crane, Hislop, MacInnes and 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 24th June at 7.30pm



Katherine Checchia
Clerk to the Council 18th June 2024

Agenda

1 Election of a Chair of the Committee

2 Apologies

To receive apologies.

3 Public participation/ Correspondence

3.1 Public participation

Opportunity for members of the public to address the Committee.

3.2 Correspondence

For the Clerk to report any correspondence not circulated.

4. 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.

5. Chairman Announcements

6. Minutes

Recommendation: That the Committee approve the [Minutes](#) of the meeting held on 25th March 2024 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.

7. Internal Audit Recommendation

To review the issues raised in the internal audit [report](#)

Recommendation; To assess the recommendations and input the control measures.

8. Updated Finance Regulations

To consider the updated Finance Regulations circulated for discussion of amendments prior to being approved by full council.

Recommendation; That the Committee review the document and ensure that they are happy with the regulations and want anything added or amended.

9. Review Risk register,

[Risk Register](#) circulated for review

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

10. Review of Investment Strategy

10.1 To inform of updated interest rates.

To consider [the investment strategy](#) and updated interest rates.

10.2 Charity Bank – choices at end of fixed term

To consider the attached [report](#)

10.3 Bank account Notice periods

To review notice periods against [bank balances](#) and make plan for movement of funds before May 2025.

11. Q1 budget review

To review the [budget spend](#) for Q1 spend so far.

12. Review of Long Term Contracts

Supplier	Good /services	Contract price
Simon Day& Co	Payroll and HMRC reporting of same	£45 per quarter
Idverde	Servicing of the Council's 14 bins	£2372.16 +vat, 12 equal payments of 197.68 + vat
Greg Fowler	Noticeboard maintenance	£85 per Board (6 Noticeboards)
Oakford IS	IT support	PAYG contract £1000 retainer paid for period 18/1/24 to 17/1/25
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.

13. Update on Asset Maintenance

For the committee to receive updates on Asset maintenance discussed at the last committee meeting.

14. Timeline for budget setting for Derry Hill and Studley Parish Council.

To Identify and what information is needed and by what date.

15. To agree date and time of the next meeting,