

# AGENDA



To: Cllr Mrs D Bailey  
Cllr Mrs E MacTiernan  
Cllr G Shelton  
Cllr Ward

Cllr Mrs P Godwin  
Cllr J Roberts  
Cllr Mrs S Terry

cc: Mrs Laura Stewart, Clerk's Assistant

Date: 23<sup>rd</sup> May 2019

## NOTICE OF MEETING

You are summoned to a meeting of the Finance Committee that will be held on **WEDNESDAY, 29<sup>th</sup> May 2019** in the **Ray Shill Room, Northway Community Hub, Northway**, at approximately 8.00 p.m. directly following a meeting of the Community Event Working Party.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of its functions; Equal Opportunity (age, race, gender, sexual orientation, faith, marital status and any disability), Crime & Disorder (Section 17), Health & Safety and Human Rights

Members are also reminded to be aware that **photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is now permitted under the Openness of Local Government Bodies Regulations 2014.**

The records of these meetings are available to view, by written request to the Clerk

The meeting Agenda follows over the page for your information.

A handwritten signature in black ink, appearing to read 'M. Ward', is written over a dotted line.

Clerk of the Council

**AGENDA**  
**NORTHWAY PARISH COUNCIL**  
**FINANCE COMMITTEE MEETING**  
**WEDNESDAY, 29<sup>TH</sup> MAY 2019**  
**COMMENCING AT APPROX. 8.00P.M**

1. **Election of the Committee Chairman for the forthcoming Municipal Year.**
2. **Election of the Committee Vice-Chairman for the forthcoming Municipal Year.**
3. **Apologies for absence.**
4. **Declarations of Interest:**

Pursuant to the adoption by the Council on 11 July 2012, of the Northway Parish Council Code of Conduct, Members are invited to declare any interest they may have in the business set on the Agenda to which the approved Code of Practice applies.

Members are reminded that they should, at all times, observe the Code in carrying out their duties and that they signed such an undertaking in their Declaration of Acceptance of Office.

**In addition, Members are reminded to declare any new Interests or notify the Monitoring Officer of any changes to their existing Register of Interests.**

5. **Minutes of the Previous Finance Committee meeting dated 24<sup>th</sup> April 2019:** For approval and signature. (Copy circulated with May Full Council Agenda).
6. **Matters arising from the previous Minutes.**

*FIN/27/19 Insurance – The insurance policy was approved by Full Council and payment made during May for commencement on the 1<sup>st</sup> June 2019.*

*FIN/28/19 - IT Laptop, this has now been purchased and is awaiting installation.*

*FIN/30/19 – Decorating, the approved contractor has been contracted to undertake painting at the Hub during the summer.*

7. **Internal Audit Report** – To receive the Internal Auditors Report and consider any recommendations and resulting action. (To be tabled, attending office on 28<sup>th</sup> May 2019). To determine.
8. **Annual Governance Statement** – To go through the Statement and provisionally mark Yes/No. To recommend responses to Full Council.
9. **Accounts for the Year Ended 31 March 2019** - To receive the un-audited Financial Statements (if a proof-read set received) and consider any changes prior to recommending to Full Council for approval.
10. **Accounting Statements 2018/19** – To review the statement and consider whether any amendments are necessary. To approve for recommendation to Full Council.
11. **Asset Register/Insurance Register** – To review and approve.

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12. IT:-

- i. To receive quotation for projector (existing or new) (FIN/28/19 refers) to be ceiling mounted plus installation costs (including electricians costs). To determine action. (137\$ in IT Cap.  
+ \$17,502 rolling cap for NPF etc.
- ii. To ratify signature of direct debit policy to allow for payments to be made for Windows 365 (£9.40 per licence)
- iii. To receive recommendation from PC Rescue that the support package payments start in June. To approve direct debit for this payment. \$78-34 PM.
- iv. The existing supplier of the web page has been contracted for a further year. To consider/approve making payments by direct debit. \$50 PM.

13. Correspondence received after 23<sup>rd</sup> May 2019.

1. Royal Mail - Business Delivers
2. Village Hall - dance.

\$Dec \$100 max.