



FINANCE & AUDIT COMMITTEE

4 JUNE 2024

6:30PM AT THE TOWN HALL

Members of the Finance & Audit Committee are hereby summoned to this meeting.

Recording of meetings by Press and the Public

Recording, filming and photography at meetings of the Council, which members of the public can attend is allowed as long as proceedings at the meeting are not disrupted. Recording is not allowed when the meeting has agreed to formally exclude the press and public due to the nature of business discussed. To minimise disturbance to others attending the meeting please switch your phone or other mobile device to silent mode. Unless agreed otherwise in advance, recording and reporting must take place from the public seating area and should be overt and focused on those speaking at the meeting, not other members of the public.

A G E N D A

- 1. To appoint a Chair and Deputy Chair** for the ensuing year 2024-2025
- 2. To Accept Apologies for Absence**
- 3. Declarations of Interests** (on items on the Agenda)
- 4. To receive written requests for dispensation**
- 5. Public Participation** on matters under which the Council has control or is a consultative body (subject to a time limit of 15 minutes, 3 minutes per speaker).
- 6. To approve the draft open Minutes** of the [Finance & Audit Committee held on 5 March 2024](#)

7. **To Approve open Minutes of the [Asset Register Review Working Group held on 11 March 2024](#).**
8. **To appoint a Chair and Vice Chair to the Asset Register Review Working Group.**
9. **To appoint one member as liaison with the Climate Change Group (previously the ESP).**
10. **Town Clerk's Open Report**
Appendices 'A'-'D'
 - 10.1. To receive the Management Accounts for the period 1 April 2023 – 31 March 2024 (before final Year End adjustments);
 - 10.2. To receive the Management Accounts for the period 1 April 2024 – 31 May 2024;
 - 10.3. To review and approve adjustments to Designated Reserves;
 - 10.4. To review and recommend the Financial Statements (Annual Accounts) for 2023/24;
 - 10.5. To review and recommend the Annual Governance and Accountability Return (AGAR) for 2023/24, and consider any points raised in the internal audit report;
11. **Responsible Financial Officer's Verbal Report**
For information only
12. **Town Clerk's Verbal Report**
For information only
13. **Date and time of Next Meeting**
6:30pm on Tuesday 3 September 2024 at the Town Hall.



Town Clerk
27 May 2024