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**NOTICE IS HEREBY GIVEN** that a meeting of the Finance and Corporate Governance Committee is to be held **Monday 5th September at 8pm** in the Valley Ridge Community Centre

The business to be transacted at this meeting is set out below.

*D Meir*

**Kippax Parish Council Proper Officer**

**Tuesday 30<sup>th</sup> August 2022**

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## **AGENDA**

**047/FG2223. Apologies**

- a. To note apologies received and approve any reasons for absence

**048/FG/2223. To Note any Declarations of Interest**

- a. To note declarations of interest not already declared under members code of conduct or members register of disclosable pecuniary interests
- b. To approve dispensation requests

**049/FG/2223. Meeting of Finance and Corporate Governance Committee held 15th August 2022**

- a. To approve the minutes of the meeting of Finance and Corporate Governance Committee held 15<sup>th</sup> August 2022 as a true and accurate record of that meeting

**050/FG/2223. Finance and Corporate Governance Administration**

- a. To receive an update on the opening of the Unity Trust reserve account
- b. To consider an alternative savings account and make recommendation to full council.

**051/FG/2223. Internal Controls**

- a. To review the accounts for payment and resolve to recommend payment for the accounts for payment at the full council meeting on 15th September 2022
- b. To review the wage slips and pension record for September and confirm their accuracy
- c. To review the P32 and confirm the Councils HMRC liability
- d. To review the payments raised between meetings and approve their accuracy
- e. To confirm that all payments have been set up correctly
- f. To review the cashbook and resolve to approve its accuracy

- g. To review the bank reconciliation with the bank statement and resolve to approve its accuracy
- h. To receive an update on receipts, including magazine advertising and consider further action where necessary
- i. To review the powers for spending decisions report and make any recommendations to full council
- j. To review and confirm the accuracy of the caretaker's petty cash transactions
- k. To review the Community Infrastructure Levy (CIL) Report for and agree any actions

**052/FG/2223. Budgets**

- b. To review the budget monitoring report and make any recommendations to full council.

**053/FG/2122. Grants**

- a. To review any new grant application be considered by full council on 15th September 2022

**054/FG/2122. 2021-22 Annual Governance and Accountability Return**

- a. To consider the Annual External Audit Report and make recommendation to full council

**055/FG/2223. Next Meeting**

- a. To notify the Clerk/Proper Officer of matters for inclusion on the agenda for the next meeting
- b. To recommend the date of next meeting of the Finance and Corporate Governance Committee as Monday 10<sup>th</sup> October at 7pm