



## AUDLEM PARISH COUNCIL

**Clerk: Belen Lopez Bloor**

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### To Members of the Council

You are hereby summoned to attend a Finance Sub Committee meeting of Audlem Parish Council to be held on **Tuesday 19<sup>th</sup> May 2020 at 11.30am**. The meeting will be held via an online meeting facility. Please ask the Clerk for log in details if you wish to attend. The agenda is shown below.

Please note that as per the Standing Orders policy contributions or speeches by a Councillor shall relate only to the motion under discussion and shall not exceed 3 minutes without the consent of the Chairman of the meeting.

### To members of the public

Please note that as per the Standing Orders policy the period of time designated for public participation at a meeting shall not exceed 15 minutes unless directed by the Chairman of the meeting. Subject to this a member of the public shall not speak for more than 3 minutes.

Yours sincerely

**Belen (Bee) Lopez Bloor**

Clerk to the Parish Council

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## **AGENDA**

### PUBLIC FORUM

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATION OF INTERESTS**  
To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.
3. **CONFIRMATION OF MINUTES**  
To confirm the Minutes of the meeting held 10<sup>th</sup> December 2019.
4. **REVIEW OF CURRENT SPEND VERSUS BUDGET**
5. **BANKING**
  - a. **Payments via bank transfer.**
  - b. **Granting RFO authority to sign cheques.**
  - c. **Criteria to allow/authorise bank transfers.**
6. **REVIEW OF STANDING ORDERS, FINANCIAL REGULATIONS & FINANCE RISK ASSESSMENT**
7. **GRANTS**
  - a. **Grants received**
    - i. **Audlem Indoor Bowling Group Grant Application for £1,500.**
    - ii. **Wheelyboat grant application for £1,500.**
    - iii. **ADAS grant application for £500.**
  - b. **Review of grant spend 2019 – 2020**
  - c. **Review of grant budget 2020 – 2021**
8. **MONIES RINGFENCED FOR LONGHILL MOSS**
9. **PREPARATION & KEY DATES FOR AUDIT & AGAR RETURN**

**10. PURCHASING FINANCIAL SOFTWARE TO FACILITATE RFO DUTIES**

**11. INTERNAL AUDIT PROCESS REVIEW**

**12. FSA PROTECTION £85,000 LIMIT FOR OUR BANK ACCOUNT**