



HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG
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5th February 2019

To all Members of Finance and Audit Committee
All other Councillors for Information

Chairman	Cllr Libby Piper
Vice-Chairman	Cllr Melanie Odell
Councillors	Barton, Blades, Dear, Edwards, Hewett, Odell, Piper, Rodgers, Round

I hereby give notice that a meeting of the Finance and Audit Committee will be held on Monday 11th February 2019 at 7pm in the Town Hall, High Street, Haslemere and you are hereby summoned to attend such meeting.

Members of the press and public are entitled to attend this meeting and are encouraged to do so

Yours sincerely,

LISA O'SULLIVAN
Town Clerk

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies from Members.

2. DISCLOSURE OF INTERESTS

To receive from members declarations of Disclosable Pecuniary Interests or Non-Pecuniary Interests, in addition to those listed attached in relation to any items included on the agenda for this meeting, in accordance with LOCALISM ACT 2011 s. 29 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

3. MINUTES OF THE LAST MEETING

APPENDIX 1

The minutes of the meeting held 15th October 2018 were approved at Full Council on 22nd November 2018 and are attached for information only. Chairman to sign.

4. MATTERS ARISING FROM THE LAST MEETING

This item is for information sharing only.

5. REVIEW OF COUNCIL POLICIES

APPENDICES 2-7

RECOMMENDED: that the following documents are adopted by Full Council in March:

1. Standing Orders
2. Financial Regulations
3. Clerk's delegation schedule
4. Email use policy
5. ToR Highways sub-committee
6. HTC/Haslemere Public Services Ltd Memorandum of Understanding

6. INTERIM AUDIT REPORT

APPENDIX 8

The interim audit report was considered by Full Council on January. Finance and Audit committee was asked to consider again whether it is happy with the Council's current banking arrangements.

At 31 January 2018 these stood at:

Unity Trust Bank

Current account – 121,176
Deposit account – 184,842
Reserve account - £18.42

United Trust Bank (this is a completely separate entity to Unity Trust Bank)

Loan reserve account £67,085

The current account will reduce significantly before the end of the financial year as payments and projects are completed. Some money from reserves in the Deposit account may be required for ad hoc projects during the year.

The Clerk has recently been provided with details of the Public Sector Deposit Fund/CCLA (see appendix) and it might be prudent to move another £85k to this very low risk fund which has the benefit of instant access to funds.

RECOMMENDED: That the Clerk and Chair of F&A consider this and other offerings on the market and report back to F&A before taking a paper to next Full Council.

7. SCHEDULE OF PAYMENTS SINCE LAST COUNCIL MEETING

APPENDIX 9

To review the schedule of payments for January 2019 attached.

8. CHARGING FOR PENSIONS CERTIFICATION

Town Clerk to report. Since officer time is taken in providing this service (which is charged for by other organisations).

RECOMMENDED: That the Council charges charge £5 (£4.17 + £0.83 VAT) from 1 April 2019.

9. DATE OF NEXT MEETING

10th June 2019.

**** End of Agenda ****