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**Members of Finance & General Purposes Committee:** Cllrs Susie Aldridge, Tiago Corais, Dorian Hancock, Sadiea Mustafa-Awan, Sue Stewart and Maggie Willis.

You are hereby summoned to attend a Finance & General Purposes Committee Meeting to be held at Littlemore Village Hall, Railway Lane, Littlemore OX4 4QB on **Thursday 23<sup>rd</sup> February 2023 at 7pm** for the purpose of transacting the following business. Members of the public and press are invited to attend.

**Sue Stewart, Chair, Finance & General Purposes Committee**

### **Agenda**

**Public Forum** – the first ten minutes are available for the public to speak or ask a question on relevant Parish Council matters on the following Agenda. The public are welcome to stay and observe the rest of the meeting.

#### **FG 146/22 Chair's Welcome**

#### **FG 147/22 Apologies for absence**

Apologies received by the Chair will be recorded and it will be for Full Council to decide whether or not to approve a member's reason for absence.

#### **FG 148/22 Declarations of Interest**

To receive any pecuniary or non-pecuniary declarations of interest and confirmation of any relevant dispensations.

- i) Members are required to declare any interests which are not currently entered in the Member's Register of Interests or if he/she has not notified the Monitoring Officer of it
- ii) Should any Member have a Disclosable Pecuniary Interest in an item on the agenda, the Member may not participate in consideration of that item unless a Dispensation has first been requested (in writing) and granted by the Council (see Dispensation Procedure).

#### **FG 149/22 Minutes of previous Finance and General Purposes Committee meeting (Annex A – to follow)**

To receive and approve as correct record the minutes of the Finance and General Purposes Committee meeting held on Thursday 26<sup>th</sup> January 2023.

#### **FG 150/22 Receipts Report**

To note the Council's two receipts in the month of January 2023: 54p annual interest on the Council's National Savings Investment Account and £882.88 monthly interest on the Council's Public Sector Deposit Fund account.

**FG 151/22 Payments Report (Annex B)**

To ratify a list of Payments for all accounts between 22<sup>nd</sup> January 2023 and 18<sup>th</sup> February 2023.

**FG 152/22 Reserves Report (Annex C)**

To receive a report of the Balances in all general, restricted and earmarked reserves at 18<sup>th</sup> February 2023.

**FG 153/22 Bank Balances (Annex D)**

To receive a report detailing the bank balances on all accounts at 18<sup>th</sup> February 2023.

**FG 154/22 Payments awaiting approval**

To approve the payment below

- £34.20, Microshade Business Consultants Ltd, monthly invoice for hosting of Rialtas Alpha financial system and any others that arrive in time to be placed before the meeting.

**FG 155/22 Budget Monitoring Report (Confidential Annex E)**

To receive a report detailing receipts and payments against budget at 18<sup>th</sup> February 2023.

**FG 156/22 Internal Audit 2021-22 (Annex F)**

To receive an update on the programme of work to deal with the recommendations in the report of the Internal Auditor for 2021-22.

**FG 157/22 Risk Assessment (Annex G)**

To complete a review of the Council's financial risk assessment to be presented to the next meeting of Full Council.

**FG 158/22 Asset Register (Annex H)**

To approve an update of the Council's Asset Register to be presented to the next meeting of Full Council.

**FG 159/22 Reserves 2023-24 (Annex I)**

To agree recommendations for Full Council on unrestricted reserves for 2023-24.

**FG 160/22 Internal Audit 2022-23**

To agree a recommendation for Full Council on the appointment of an Internal Auditor for 2022-23.

**FG 161/22 Neighbourhood Plan**

To consider the financial arrangements necessary to support the development of a Neighbourhood Plan for the parish.

**FG 162/22 Review of Internal Systems of Control (Annex J – to follow)**

To consider Cllr Aldridge's report following her review of the Council's Internal Systems of Control.

**FG 163/22 Section 106 (Annex K)**

To consider progress on plans for the use of unspent money allocated to the Council by developers for specific purposes.

**FG 164/22 Community Infrastructure Levy**

To receive an update on possible future receipts by way of the Community Infrastructure Levy.

**FG 165/22 Bank Mandates**

To receive a progress report on changing the bank mandates for all existing accounts and to consider whether to propose to Full Council any further changes to any of the bank mandates.

**FG 166/22 Review of Investment Strategy (Annex L)**

To consider a report from the Responsible Financial Officer.

**FG 167/22 Financial Regulations**

To consider whether to recommend to Full Council any amendments to Financial Regulations.

**FG 168/22 Major spending**

To consider any proposals for spending between £2,000 and £7,500, and any recommendations to Full Council for spending over £7,500.

**FG 169/22 Virements (Confidential Annex M)**

To consider whether to recommend to Full Council any virements.

**FG 170/22 Date of next meeting**

To confirm the date of the next meeting.

**FG 171/22 Agenda items for next meeting**

Motions to be submitted to the Chair at least seven working days before the next meeting.