

# PARISH COUNCIL of NEWLANDS



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Date: 21<sup>st</sup> April 2023

Clerk to the Council: Karen Seear

You are summoned to attend the **FINANCE AND PERSONNEL COMMITTEE MEETING** of NEWLANDS PARISH COUNCIL as detailed below:

A handwritten signature in black ink, appearing to read 'Karen Seear', is written above the title 'Clerk to the Council'.

Clerk to the Council

TIME, DATE AND LOCATION	<b>7.30 pm THURSDAY 27 APRIL 2023 NEWLANDS COMMUNITY HALL, NEWLANDS AVENUE, WATERLOOVILLE, HAMPSHIRE, PO7 3BX.</b>
MEMBERS:	Cllrs Anthony Berry, Adam Carden, David Crichton and Mike Read

- 1 Apologies: To receive any apologies for absence.
- 2 Declarations of Interest: Arising from this Agenda, Members and Officers are invited to declare any relevant interests. Notwithstanding this item, Members may subsequently declare an interest at any point during the meeting.
- 3 Previous Minutes and Matters Arising: To receive and agree the Minutes of the Finance and Personnel Committee Meeting held on 16<sup>th</sup> March 2023 and to deal with any matters arising.
- 4 Public Participation: The meeting will recess for not more than 15 minutes so as to allow any members of the public to address the meeting.
- 5 Correspondence: To receive any items of correspondence. **To consider and determine any action.**
- 6 Finance:
  - a) Orders for Payment: **To consider and approve the Orders for Payment (List 15 previously circulated) and sign or agree signature.**
  - b) Bank Statements: To receive and agree the bank balances (previously circulated) as at 31<sup>st</sup> March 2023. **To confirm the Balances and for the Chairman to sign the statement**
  - c) Accounts: To receive the Accounts for March 2023 (previously circulated). **To consider and determine any action.**
- 7 Account Review:
  - a) To review the 2022/23 Statement of Account. To agree that this represents an accurate position.
  - b) Annual Governance and Accountability Return (AGAR): To note the timetable for completion of the Audit process. **To note.**
- 8 Year-end Financial Report: To receive a year-end financial report 22/23 from the RFO. **To consider and determine any action.**
- 9 Internal Auditor: The clerk has been liaising with an Internal Auditor, Paul Reynolds from Light a Touch. He is willing to undertake the Parish Council Internal Audit for 22/23. Details previously circulated. **To consider and agree action.**
- 10 Investment Strategy: To receive an update on the investment strategy from the RFO. **To consider and determine any action.**
- 11 **Any other report which the Chairman deems urgent or for inclusion on the next agenda – NO DECISIONS can be made.**