

**Stoke Mandeville Parish Council**  
*Clerk: Mrs Sarah Copley*  
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**To: Finance & Governance Committee Members:** Cllrs Butler, Clark, Hunt, Starr, Swinney and Wood

**NOTICE OF MEETING**

You are hereby summoned to attend a meeting of the **FINANCE AND GOVERNANCE COMMITTEE** of **STOKE MANDEVILLE PARISH COUNCIL** to be held in the Committee Room, Community Centre, Eskdale Road on **Tuesday 7<sup>th</sup> July**, commencing at **7.30pm**.

*Sarah Copley*

Sarah Copley, Clerk to the Parish Council  
2<sup>nd</sup> July 2015

***Members of the Public and Press are welcome to attend.***

**AGENDA**

- 1. ELECTION OF CHAIRMAN**
- 2. APOLOGIES**
- 3. DECLARATIONS OF INTEREST** - Councillors to declare any non registered pecuniary or personal interests relating to the Agenda
- 4. MINUTES**
  - a) To approve the minutes of the Finance & Governance Committee meeting held on 12<sup>th</sup> February, copy enclosed
  - b) To approve the minutes of the Staffing Committee meeting held on 15<sup>th</sup> January, copy enclosed
- 5. TITLE AND TERMS OF REFERENCE**

In view of recent changes to combine the former Finance & Governance Committee with the previous Staffing Committee, to consider and agree Committee title and terms of reference in relating to its function (draft enclosed)
- 6. FINANCIAL MANAGEMENT**
  - a) To review the report of the internal auditor (Copy enclosed)
  - b) To review the Council's asset register (copy enclosed)
- 7. 2015-16 EXPENDITURE**
  - a) To review the spending to date for 2015-16 (copy enclosed)
  - b) To consider funding arrangements for the street light upgrade
  - c) Legal Costs – to discuss the costs associated with the Council's legal cases (JH)
  - d) To consider the costs to upgrade the Council's photocopier to a colour copier
- 8. FINANCIAL FORECAST**
  - a) To consider the production of a three year forecast for the Council's finances – DS to report
- 9. STAFFING MATTERS** - To note any issues raised by Councillors or Clerk
- 10. POLICIES**
  - a) To note the list of policies in place and agree timetable for reviewing
  - b) To consider a policy for co-option of councillors (draft enclosed)

11. **MEMBERS ALLOWANCES** - To note letter from AVDC regarding Review of Members Allowances (copy enclosed) and to consider any response on behalf of the Council
12. **LOCAL COUNCIL AWARD SCHEME** - To consider whether to enter into the new Local Council Award Scheme (details previously circulated)
13. **POINTS OF INFORMATION** - To enable Councillors to report on any issues
14. **DATE OF NEXT MEETING** - The date of the next meeting will be Tuesday 6<sup>th</sup> October 2015