



Filey Town Council

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2 June 2021

Dear Councillor,

Finance and General Purpose Committee Meeting

You are hereby summoned to attend a Finance and General-Purpose Committee meeting to be held on **Monday 7 June 2021**, commencing at **6:30pm**, in the **Council Chamber, Council Offices, 52a Queen Street, Filey, YO14 9HE**.

The agenda for the meeting is set out below.

David Liddle
Town Clerk and RFO

Agenda

Committee Members: Councillors: Haxby, Parkin, Howgate, Houlden-Banks (ex-officio member), Robinson and Wilkie.

No	Item
1	Apologies Committee to note any apologies, the reasons given for absence and consider acceptance of them.
	<u>Procedural items</u>
2	Declarations of interest Committee to receive any declarations of interest in accordance with the requirements of the Localism Act 2011, and to consider any applications for dispensations in relation to disclosable pecuniary interests or personal interest.
	<div style="background-color: #0056b3; color: white; padding: 5px; display: inline-block; border-radius: 5px;">Code of Conduct</div> http://www.fileytowncouncil.co.uk/Policy/Code%20of%20Conduct_08.11.2017.pdf



3	Minutes of the ordinary meeting held on 22 March 2021. Committee to consider approving the minutes as a true and accurate record. 22.03.21 Minutes https://www.fileytowncouncil.co.uk/uploads/minutes-finance-general-purposes-2021-03-22.pdf
	<u>Business items</u>
4	Election of Chair and Vice-chair of this Committee Members to receive nominations for these positions and to vote to elect the Chair and Vice-Chair.
5	Bank Reconciliation Committee to consider the bank reconciliation for February 2021. https://www.fileytowncouncil.co.uk/uploads/february-2021-bank-rec.pdf Bank Reconciliation Committee to consider the bank reconciliation for March 2021. Bank Reconciliation https://www.fileytowncouncil.co.uk/uploads/march-2021-bank-rec.pdf
6	Annual statement of Accounts The Committee to review the Statement of Accounts prior to approval by Full Council. A Link to the Document is below. https://www.fileytowncouncil.co.uk/uploads/ftc-statement-of-accounts-31-march-2021.pdf
7	Annual Internal Audit Committee members to consider the report please see links below to the report. https://www.fileytowncouncil.co.uk/uploads/ftc-4thqtr-20-21-main-report.pdf 2020-2021 4th Quarter Internal Audit report. https://www.fileytowncouncil.co.uk/uploads/ftc-4th-qtr-20-21-app-1.pdf Supplementary Report to 4 th Quarter Internal Audit Report https://www.fileytowncouncil.co.uk/uploads/supp-to-i-a-report-20-21.pdf
8	Appointment of Internal Auditor Committee to consider the appointment of an internal auditor for the 2021-2022 council year. The links below are to the information provided by D Latham in reference to the next year. https://www.fileytowncouncil.co.uk/uploads/filey-tc-letter-audit-bid-20-21.pdf



9	Bank Account a) Cllr Randall has been added to the bank mandate for signing cheques along with Cllr Houlden-Banks, Cllr Haxby, Cllr Howgate Town Clerk & Asst. Town Clerk. Cllr Crawford-Gage has been removed from the mandate. b) The Committee to review the Investment structure and to appoint a number of members of the Committee to resolve the issues regarding mandates etc. for the accounts.
	<u>Members Business Items</u>
	<u>Next Meeting</u>
10	Items for inclusion on the next meeting agenda Members may use this opportunity to raise items for inclusion on future committee meeting agendas.
11	Date and time of the next meeting Committee to note that the next meeting is planned for 9 August 2021 at 6:30 pm in the Council Chamber.