



# HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG  
01428 654305 / [town.clerk@haslemeretc.org](mailto:town.clerk@haslemeretc.org)

16<sup>th</sup> June 2020

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

<b>Chairman</b>	Clr D Round
<b>Vice-Chairman</b>	Clr G Lloyd
<b>Councillors</b>	Arrick, Davidson, Dear, Dullaway, Hewett, Robini, Weldon, Whitby

I hereby give notice that a meeting of the Finance and Audit Committee will be held on Monday 22<sup>nd</sup> June 2020 at 7pm, remotely via Zoom, and you are hereby summoned to attend such meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/84477107330?pwd=enpCYnczS2NHdlJzUkJwbURhSis3dz09>

Meeting ID: 844 7710 7330

Password: 830200

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 10<sup>th</sup> June 2019 were approved at Full Council on 19<sup>th</sup> March 2020 and are attached for information only. Chairman to sign.

### **4. PWLB SINKING FUND**

### **APPENDICES 2 & 3**

In 2011, Council agreed a repayment model to fund the capital repayment of a Public Loans Board Loan that matures in 2035.

Including the money budgeted to be paid into the 'sinking fund' this financial year, the balance currently stands at £74,885.50, slightly more than the £67,112 forecast on the model.

The Committee to decide whether to revise the repayment model or leave to grow at a faster level than projected.

In respect of the letter at Appendix 3, the Committee should note that during lockdown the Chairman and Clerk made the decision to re-invest the total maturing amount for a further year. The Committee can then consider what to do regards re-investing it in May 2021.

### **5. COUNCIL RESERVES**

### **REPORT TO FOLLOW**

The internal auditor noted that the Council's reserves are a little high. Committee to note the report from

### **6. REVIEW OF GOVERNANCE DOCUMENTS**

### **APPENDICES 4 & 5**

Each year the Committee reviews the schedule of governance documents (attached). The following are identified as requiring action.

### **RECOMMENDED:**

Allotment management process – already under review by Amenities

Budget setting process (Appendix 5) – suggest no revision required.

Grievance – Clerk to review and take to Staffing Committee for approval

Transparency Code – Clerk to review and bring to next F&G meeting if required.

### **7. DATE OF NEXT MEETING**

5<sup>th</sup> October 2020.

\*\* End of Agenda \*\*