



HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG
01428 654305 / town.clerk@haslemeretc.org

29th September 2021

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

Chairman	Cllr D Round
Vice-Chairman	Cllr G Lloyd
Councillors	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 4th October 2021 at 7pm in the Council Chamber, Town Hall, High St, Haslemere and you are hereby summoned to attend such meeting.

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. ELECTION OF CHAIRMAN AND VICE CHAIRMAN

Committee to elect a Chairman and Vice-Chairman.

2. APOLOGIES FOR ABSENCE

To receive apologies from Members.

3. 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.

4. MINUTES OF THE LAST MEETING

APPENDIX 1

RECOMMENDED: That the minutes of the meeting held 26th April 2021 are approved. Chairman to sign.

5. INTERNAL AUDITOR 2021-23

In 2019 Council agreed to employ Farsight Consulting for the years 2019-20 and 2020-21. They have done an excellent job but a decision now needs to be taken on extending their term.

RECOMMENDED: That Farsight Consulting have their term as the Council's Internal Auditors extended until 2022-23 financial year at which time the role will be put out to tender.

6. BUDGET REVIEW

Town Clerk to update on spend against budget for 2021-22 now that six months of this financial year have passed. Report to follow on Friday once September's accounts are complete. To include an overview of Earmarked Reserves.

7. DEPOSIT ACCOUNT OPENING

Some time ago Council agreed that the Town Clerk should open a new deposit account with Charity Bank to deposit £85,000 which would then be covered by the FSCS. It was not possible to do this during the Covid pandemic, when banks were not accepting new business, and now it transpires that Charity Bank no longer offers the account that we wanted to use.

The Town Clerk has once again looked at the options. So many organisations don't offer accounts to Town and Parish Councils and the Town Council now has a number of accounts with most of those who do.

RECOMMENDED: That the Town Clerk is instructed to open a Council Saver account with Cambridge Building Society, details at:

<https://www.cambridgebs.co.uk/savings/business-savings/council-saver#>

8. REVIEW OF GOVERNANCE DOCUMENTS

APPENDICES 2&3

The Town Clerk has reviewed the index of governance documents and the following need reviewing. Committee to agree how this is done.

- Finance and Governance Terms of Reference
- Tender Process

Town Clerk to also give an update on the Local Government Association model code of conduct.

**** End of Agenda ****