



# HASLEMERE TOWN COUNCIL

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

30<sup>th</sup> January 2023

To all Members of Finance and Governance 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, Waters, Weldon, Whitby

I hereby give notice that a meeting of the Finance and Governance Committee will be held on Monday 6<sup>th</sup> February 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. APOLOGIES FOR ABSENCE**

To receive apologies from Members.

### **2. DISCLOSURE OF INTERESTS**

To receive from members, declarations of interest in relation to any items included on the agenda for this meeting, in accordance with the Haslemere Town Council Code of Conduct and the Localism Act 2011.

### **1. METHOD OF TRANSPORT TO MEETING**

#### **APPENDIX 1**

Members to state if their mode of travel to the meeting differs from the usual method shown in the attached document.

### **3. MINUTES OF THE LAST MEETING**

#### **APPENDIX 2**

**RECOMMENDED**: That the minutes of the meeting held 24<sup>TH</sup> October 2022 are approved. Chairman to sign.

### **4. CHANGE TO INTERNAL AUDITOR**

#### **APPENDIX 3**

As per Finance and Governance's request in October 2022, the Town Clerk has obtained a number of quotes for an Internal Auditor for the 2023-24 financial year. See document and recommendation at **APPENDIX 3**.

## **5. REVIEW OF GOVERNANCE DOCUMENTS**

The Town Clerk, with the Deputy Clerk, has reviewed the following documents which were circulated to all committee members before the meeting.

- Standing Orders
- Financial Regs
- Clerk's delegation schedule
- Broadcast and social media
- Equal opportunities
- Public speaking at meetings

The committee also asked that the Staffing Terms of Reference be reviewed, and these were amended and agreed at January Full Council.

**RECOMMENDED**: the documents at **APPENDIX 4** are agreed to be fit for purpose and should be adopted at Full Council in March.

## **6. COUNCIL INVESTMENT STRATEGY**

At January Full Council it was resolved that the Finance and Governance committee produces an investment strategy to go to Council in March.

**RECOMMENDED**: the Town Clerk reviews the investment strategies of other local Town councils and constructs a draft for Haslemere Town Council to be agreed by email before going to Full Council in March.

## **7. Surrey Pension Fund 2022 Actuarial Valuation                      **APPENDICES 5 & 6****

SCC has completed its triannual actuarial valuation of the Surrey Pension Fund. Please see the attached documents.

**RECOMMENDED**: Council to note the change in employer contributions for the next three financial years from 18.4% to 17.7%.

\*\* End of Agenda \*\*