



Wallingford Town Council
9 St Martin's Street,
Wallingford,
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2017.05.22 – F&P First

17th May 2017

To: All Members of the Finance and Properties Committee – Councillors Cockman; Dolton; Goddard; Holland; Lloyd; Norton, Titchener, Upcraft, and the Mayor Councillor Kidley

Dear Councillor,

You are hereby summoned to attend a meeting of the Finance and Properties Sub-Committee which is being held in the Committee Room, 9 St Martin's Street, Wallingford, on **MONDAY 22ND MAY 2017 AT 7PM** for the transaction of business as set out on the agenda below.

Yours sincerely,

The Town Clerk

A G E N D A

1. ELECTION OF CHAIRMAN

To elect a chairman for the 2017/2018 Municipal Year.

2. APOLOGIES

Apologies will be received.

3. ADMISSION OF THE PUBLIC

Members to consider and resolve those Agenda items for admission of the public.

4. DECLARATION OF INTERESTS

Information for each Member will be available at the meeting.

5. TERMS OF REFERENCE

To review the current terms of reference following the recent structuring.

6. MINUTES

The Minutes of the Meeting held on the 23rd January 2017, as set out on pages 206-2019 of the Minute Book, copy previously circulated to members, were signed as a correct record at the Plans and General Purposes Committee Meeting on the Monday 20th February 2017.

7. 2016/2017 ACCOUNTS REVIEW UPDATE

a) Quarter 4 Accounts

The Responsible Finance Officer will present the Quarter 4 Accounts

b) Bills Schedules

To receive an update including Bills Schedules for January to March 2017.

c) Debtors List

- i) Members to receive a copy of the latest Debtors List.
- ii) Bull Croft Lodge Update from The Town Clerk and Councillor Lloyd.

8. EXTERNAL AUDITOR REQUIREMENTS

a) To Receive and Approve the Unaudited Accounts for the 2016/2017 Financial Year

The Responsible Finance Officer to seek approval for The Mayor and The Town Clerk to sign the accounts as a correct record.

b) Internal Audit

- i) To Receive The Internal Auditors Latest Report.
- ii) To Review the Effectiveness of the Internal Audit.

c) To Receive and Approve the Finance Risk Assessment for the 2016/2017 Financial Year

Minutes 403/11/2016 and 417/11/2016 refer

9. FINANCIAL RISK ASSESSMENT 2017/2018

To review the Financial Risk Assessment for 2017/2018

10. THE TOWN COUNCIL RESERVES

The Responsible Finance Officer to update Councillors on The Town Council's Reserves.

11. ST MARY'S CHURCH LOAN

The Town Clerk to give Councillors an update.

12. THE REQUEST FOR A LOAN FROM THE CORN EXCHANGE

The Town Clerk to give Councillors an update.

13. THE REGAL CENTRE – FIRE RISK ASSESSMENT

The Town Clerk to give Councillors an update on the recent Fire Risk Assessment.

14. FUTURE AGENDA ITEMS

Distribution: Notice Boards

ANY MEMBER OF THE PUBLIC WISHING TO ATTEND THE ABOVE MEETING AND WHO HAVE MOBILITY DIFFICULTIES ARE REQUESTED TO CONTACT THE TOWN COUNCIL OFFICES ON 01491 835373 BY 10A.M. ON FRIDAY 19TH MAY 2017. ALL REASONABLE ATTEMPTS WILL BE MADE TO ENSURE THAT ACCESS IS PROVIDED.