

# ASHOVER PARISH COUNCIL

[www.ashover-pc.gov.uk](http://www.ashover-pc.gov.uk)

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03 June 2019

## FINANCE COMMITTEE:

Cllrs W Armitage, Mrs H Boffy, R Fidler, Mrs L Hunter-Bott, C Miller  
Cllr N Early (Retiring Chairman)

Dear Councillor

You are hereby summoned to attend a meeting of the **FINANCE COMMITTEE** to Ashover Parish Council on **MONDAY 10 JUNE 2019 at 7.00 pm** in The Sports Pavilion, Milken Lane, Ashover. **Please be aware that a Burial Board Meeting will be held prior to this at 6.00pm.**

## A G E N D A

### 1. Election of Chairman

To elect a Chairman of the Finance Committee for 2019/2020

### 2. Apologies for Absence

To receive any apologies for absence

### 3. Variation of Order of Business

### 4. Declaration of Members Interests and Requests for Dispensation

Members are requested to declare the existence and nature of any disclosable pecuniary interest and/or other interest, not already on their register of interests, in any item on the agenda and withdraw from the meeting at the appropriate time, or to request a dispensation. Please note that appropriate forms should be completed prior to commencement of the meeting.

### 5. Recording and Filming of Council and Committee Meetings

The right to record, film and to broadcast meetings of the council, committees and sub committees is established following the Local Government Audit and Accountability Act 2014. This is in addition to the rights of the press and public to attend such meetings. Meetings or parts of meetings from which the press and public are excluded may not be filmed or recorded. Members of the public are permitted to film or record meetings to which they are permitted access, in a non-disruptive manner.

### 6. 'Alpha' Receipts & Payments Accounting System - To receive an outline of the operating system

### 7. Income/Expenditure and Budget Review 2019/2020 - To consider current figures, earmarked reserves and any virements

### 8. Councillor Auditor - To review procedures (Financial Regulation 2.2 refers)

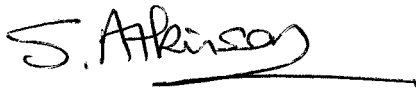
*"On a regular basis, at least once in each quarter, and at each financial year end, a member other than the Chairman or a cheque signatory shall be appointed to verify bank reconciliations (for all accounts) produced by the RFO. The member shall sign the reconciliations and the original bank statements (or similar document) as evidence of verification. This activity shall on conclusion be reported, including any exceptions, to and noted by the council."*

### 9. Signatories - To review signatories on Ashover Parish Council accounts

### 10. Structure and Timing of Future Finance Meetings - Open Discussion

### 11. Date of Next Meeting

Yours faithfully

A handwritten signature in black ink that reads "S. Atkinson". The signature is written in a cursive style with a long horizontal line extending from the end of the name.

Sara Atkinson  
Parish Clerk  
Ashover Parish Council