



Agenda Item – Part I		Actions
FC8 / 2019	Attendance: Cllr Booth (Chairman), Cllr Buxton, Cllr Jacklin, Cllr Pike In Attendance: R Davies (Clerk and RFO)	
FC9 / 2019	The committee reviewed and approved the minutes of the 7 May 2019. Actions arising from the minutes were as follows: <ul style="list-style-type: none"> The Clerk confirmed that the Transparency Code 2015 information is now on the website The Clerk confirmed that the actions required under the Water Regulations 1999 inspection had now been carried out 	
FC10 / 2019	The committee appointed the Chairman of the Committee for the council year 2019 20, Cllr Booth was nominated by Cllr Buxton, seconded by Cllr Jacklin and approved by committee.	
FC11 / 2019	As no members of the public were present, the Chairman moved on with the agenda.	
FC12 / 2019	The committee reviewed the budget reports to the end of May 2019 and noted the increase in spending on Telecoms due to the departure from the BT contract and additional costings. The RFO explained the expenditure on Grounds Management and Property Management was due to invoices left over from 2018 19 and a corresponding transfer from EMR was shown.	
FC13 / 2019	The committee received and reviewed the End of year Financial documents <ul style="list-style-type: none"> The committee approved the 2018 19 Statement of Accounts as provided by DCK with the following amendments: <ul style="list-style-type: none"> Pg 3 – enter the full date of co-option of Cllr Penney Pg 4 – remove the reference to accruals as the council runs receipts and payments accounts currently Pg 6 – amend the wording for the Village Hall tenants and property Pg 7 – correct the spelling on “Defibrillator” Pg 8 – query the amount £10,305 of asset increase as this is not shown in Fixed Asset register Correct all date convention to 31 March 2019 <p>Considering these amendments and the amendments already made by the RFO to correct the figures required for the AGAR, the committee requested the RFO to review alternative accountancy services.</p> <ul style="list-style-type: none"> The committee approved the 2018 19 AGAR Accounting Statements The committee approved section 1, Annual Governance Statement 2018 19 To committee noted the AGAR 2018 19 Annual Internal Audit Report <p>The committee approved all these statements for presentation at the council meeting on the 11th June 2019.</p>	RFO
FC14 / 2019	The committee received and reviewed the Annual Internal Audit Report and thanked the RFO for once again a clean report and continuing good management of the Council finances. The committee noted the comment made regarding the fixed assets and risk register and will address these.	Finance Committee

FC15 / 2019	<p>The committee reviewed the Financial Regulations with the following amendments approved to be made by the Clerk prior to presenting to council:</p> <ul style="list-style-type: none"> • 4.2 reference to reporting of the reconciliation report being confirmed as signed to Council – add to the Finance Report for council • 6.4 reference to grounds manager to be removed • 1.14 reference to regularly reviewing the bank mandate – set this as an annual action at the first finance committee meeting of the council year • ADD 4.9 – The council complies with the Transparency Code 2015 as a council over £200,000 of income or expenditure 	Clerk to amend
FC16 / 2019	<p>The committee reviewed the paper provided by the RFO regarding the Council investment statement and strategy for 2019 20 and agreed the following actions:</p> <ul style="list-style-type: none"> • The RFO to start the process of setting up accounting with Nationwide to facilitate 2 accounts, Instant Saver for S106 devolved funds (£33,115) and 125 day for CIL funds (£30,450) currently • All committee members to email the Clerk with alternative banking provisions for circa £58,000 to be deposited <p>The committee approved the strategy and agreed this will be proposed to council 11th June 2019</p>	RFO Finance Committee
FC17 / 2019	<p>The committee reviewed the Risk Register and agreed amendments to the risks as shown in the amended register. The next process to be carried out in September is the mitigation of the risk and the calculations of the risk levels.</p> <ul style="list-style-type: none"> • Cllr Booth to share with committee the calculation method for this prior to the September meeting. • The committee then need to prepare their risks for this meeting 	Cllr Booth Finance Committee
FC18 / 2019	<p>Other items</p> <ul style="list-style-type: none"> • The committee reviewed and approved the AML Regulations as detailed by Handelsbanken and these will be brought to Council on the 11th June 2019 • The committee reviewed the Grant funding request from Ascot Volunteer Bureau for appropriate council expenditure and propose to council of 11th June 2019 a funding award of £100 • The committee reviewed the Grant funding request from Bracknell Citizens Advice Bureau for appropriate council expenditure and propose to council of 11th June 2019 a funding award of £100 • The committee suggested that the grant funding allocation was reviewed at the end of the financial year and if appropriate additional funds could be allocated. • The Clerk updated the committee on the Library provision and the progress made after the elections. This project is still proceeding, however the RBWM officers are waiting the CIL neighbourhood statement for Sunningdale to assist council in the decision regarding funding options. Work is ongoing with the Clerk and RBWM Officers. • The committee received the project expenditure confirmation from the Clerk for the Pavilion upgrade and noted the £2,288 underspend overall on the budget. The Clerk was thanked for the delivery of this project on time and under budget. • The committee reviewed the card transactions costings provided by the RFO and agreed that this would not be provided currently. 	Letter
FC19 / 2019	<p>Date of next meeting To confirm the 3rd September 2019 as the next meeting of the finance committee</p>	
	<p>As there were no meeting points under Part II, the Chairman thanked committee members and the Clerk for their attendance and the meeting therefore concluded at 3:15pm</p>	