



## CRANLEIGH PARISH COUNCIL

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Village Way  
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12 October 2020

### NOTICE OF AN ONLINE MEETING OF THE FINANCE COMMITTEE

Members of the Finance Committee are respectfully summoned to a Meeting to be held on  
**Monday 19 October 2020 at 7.00pm via Goto Meeting.**

To join the meeting:

Finance Committee  
Mon, Oct 19, 2020 7:00 PM - 8:30 PM (BST)

**Please join my meeting from your computer, tablet or smartphone.**

<https://global.gotomeeting.com/join/483509333>

**You can also dial in using your phone.**

United States: [+1 \(408\) 650-3123](tel:+14086503123)

**Access Code:** 483-509-333

Beverley Bell FSLCC  
**PARISH CLERK**

To:- The Finance Committee

Cllr R Cole                      Vice Chairman  
Cllr R Denton  
Cllr D Nicholas  
Cllr N Sanctuary              Chairman  
Cllr E Townsend  
Cllr G Worthington

### AGENDA

1. APOLOGIES FOR ABSENCE  
**Recommendation: To accept apologies and reasons for absence.**
2. DECLARATIONS OF INTEREST  
**Recommendation: To receive any declarations of interest from Members in respect of any item to be considered at the meeting and notification of any changes to Members' Interests.**

3. MINUTES OF THE FINANCE COMMITTEE  
**Recommendation: The Committee to approve the Minutes of the Meeting of the Finance Committee held on 14 May 2020 as a correct record and the Committee Chairman to sign.**
4. PUBLIC SESSION  
**Recommendation: To note comments by members of the public.**
5. CHAIRMAN'S REPORT  
**Recommendation: To note the report.**
6. CLERK'S REPORT  
**Recommendation: To note the report.**
7. BUDGET REPORT  
Review income and expenditure first quarter budget report to 30 June 2020 and to approve virements to cost centre overspends in accordance with Financial Regulation 4.2.  
**Recommendation:**
  - **To review the income and expenditure budget report to 30 June 2020 and to approve the virements to cost centre overspends.**
8. INTERNAL AUDIT 01/04/20 – 31/03/21  
Options for internal audit 01/04/20 – 31/03/21 to COVID-19:
  - a. The Internal Auditor produces a list of items that could be remitted by email - perhaps it could involve scans of cash book entries, invoices and bank statements, in order for a transaction chase to be completed
  - b. As the last full reviews were around 12 months ago, there is no interim review**Recommendation:**
  - **To select the internal audit method for 01/04/20 – 31/03/21**
9. UTILITY CONTRACTS  
**Recommendation:**
  - **To delegate authority to the Clerk to appoint a green energy supplier for the electricity contract**
10. INVESTMENT STRATEGY  
**Recommendation:**
  - **To review the Council's Investment Strategy.**
11. PENSION DISCRETIONS  
**Recommendation:**
  - **To consider the impact of the Council's draft Pensions Discretions Policy.**
12. BUDGET REPORT  
Report on budget commitments 01/04/20 – 31/03/21  
*(This item may be considered in private and confidential session: Reason - commercial in confidence).*  
**Recommendation:**
  - **To review the budget for 01/04/20 – 31/03/21 and impact of the coronavirus.**
13. DEBTORS  
Report on debtors to 30 June 2020.  
*(This item may be considered in private and confidential session: Reason - commercial in confidence).*  
**Recommendation: To note the report.**

14. DATE OF NEXT MEETING – **09 November 2020**

Please note that the agenda and all associated papers can be found on the Parish Council website [www.cranleigh-pc.gov.uk](http://www.cranleigh-pc.gov.uk)

Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees, and not seated in the designated no-filming area, will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.