



Stoke Mandeville Parish Council

email: clerk@stokemandeville-pc.gov.uk or telephone 01296 613888

NOTICE OF A MEETING OF THE FINANCE AND GOVERNANCE COMMITTEE

To: Cllrs S Kirve, J Robinson, G Shrivastava, D Smith, and P Wood.

You are hereby summoned to attend a meeting of the **FINANCE AND GOVERNANCE COMMITTEE** of **STOKE MANDEVILLE PARISH COUNCIL** to be held in the Committee Room, Eskdale Room on **Tuesday 13th June 2023**, commencing at **7.30pm**.

A.Skeggs

Clerk and RFO to the Council

8th June 2023

Members of the public and press are free to attend.

AGENDA

1. **ELECTION OF CHAIRMAN** – To elect a chairman for the coming year.
2. **APOLOGIES** – to receive and accept any apologies.
3. **DECLARATIONS OF INTEREST** - To declare any non-registered pecuniary or personal interests regarding the agenda.
4. **MINUTES** - To approve the minutes of the previous meeting held on 6th December 2022, circulated.
5. **2022/23 INTERNAL AUDIT OBSERVATIONS REPORT**
 - a) To consider the internal audit observations report for the 2022/23 financial year, circulated.
 - b) To note the action already taken, circulated.
6. **INTERNAL CONTROL DOCUMENT**

To consider the draft Internal Control document, circulated.
7. **TREASURY AND INVESTMENT**

To consider the internal audit observation on maximising interest on its investments.
8. **ASSET REGISTER**
 - a) To consider the Asset Register, circulated.
 - b) To consider a review and verification process for the assets.
9. **DATE OF NEXT MEETING**

The date of the next meeting will be Tuesday 5th September 2023.