

4th September 2012

Dear Sir/Madam

YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE FINANCE COMMITTEE TO BE HELD AT THE LAVERTON, BRATTON ROAD, WESTBURY, ON MONDAY, 10TH SEPTEMBER 2012 AT 7.00 PM.

Yours faithfully

Town Clerk

Public Forum

Register between 6.50 pm – 7.00 pm
Maximum input per person – Strictly 5 minutes
Forum not to exceed 30 minutes

**Petitions/Depositions to be lodged with the Town Clerk
at least five working days prior to the Meeting.**

A G E N D A

- 1. TO RECEIVE APOLOGIES (if any) AND REASONS FOR ABSENCE.**
- 2. DECLARATIONS OF INTEREST (if any) AND REASONS.**
- 3. MINUTES.** To confirm and sign the Minutes of the Committee Meeting held on 12th June 2012. (Previously circulated with the Town Council agenda for the 2nd July 2012.)
- 4. MATTERS ARISING (if any) FROM THESE MINUTES. Note: no new decisions can be taken.**
Members Matters Arising.
- 5. CHAIRMAN'S MATTERS FOR REPORT.**

6. **INTERNAL AUDIT REPORT 2011-12 (FINAL).** To note the report and consider the recommendations made by the auditor under the Action Plan. (See attached.)
7. **UTILITIES.**
 - a. To confirm the Town Clerk's action in changing energy suppliers.
 - b. To approve payment to Corona Energy and NPower by direct debit.The Town Clerk to report.
8. **REVIEW OF THE SYSTEM OF INTERNAL AUDIT (T.2197).** To reinstate the Internal Audit Review Working Group (reporting directly to the Finance Committee), and appoint four members of the Finance Committee to this Group. The Clerk to report.
9. **WESTBURY TOWN COUNCIL FINANCIAL REGULATIONS.** To review Sections 6 to 11. (See attached.)
10. **REPORT BY THE TOWN CLERK & RFO** (if any).
11. **NOTICE OF MOTION** received from the Queen's Diamond Jubilee Working Group to place remaining funds into an ear marked reserve to be held for celebrations marking a Platinum Jubilee or Coronation. (See attached.)
12. **REFURBISHMENT OF WESTBURY WHITE HORSE.** To note final costs. (See attached.)