

4th March 2014

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 MARCH 2014 AT 7.00 PM.

Yours faithfully

Town Clerk

Public Forum

Register between 5.50 pm – 6.00 pm
Maximum input per person – Strictly 5 minutes
Forum not to exceed 15 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. DISPENSATIONS (if any).**
- 3. DECLARATIONS OF INTEREST (if any) AND REASONS.**
- 4. MINUTES.** To confirm and sign the Minutes of the Committee Meeting held on the 9th December 2013. (Previously circulated with the Town Council Agenda for the 6th January 2014.)
- 5. MATTERS ARISING (if any) FROM THESE MINUTES. Note: no new decisions can be taken.**

Members Matters Arising.

- 6. CHAIRMAN'S MATTERS FOR REPORT.**
- 7. INTERNAL AUDIT REPORT 2013-2014 (Second Interim) – see attached.**
 - a. To receive and consider the Internal Audit Report 2013-2014 (Second Interim).
 - b. Action Plan R1 to R4 and R6 to R12 . To note or make recommendation on these points.
 - c. Action Plan R5. (Approved by Town Council on 6th January 2014)
- 8. REPORT BY THE TOWN CLERK & RFO (if any).**
- 9. MONTHLY INCOME & EXPENDITURE STATEMENT – JANUARY.**