townclerk@eastleigh-tc.gov.uk

06 June 2024

POLICY & FINANCE COMMITTEE: Cllr Alex Clifton (Chair), Cllr Eileen Marks (Vice Chair), Cllr Peter Barrett, Cllr Josh Constable, Cllr Gaz Richardson, Cllr Margaret Ashton, Cllr Steve Phillips, Cllr Tanya Park, Cllr Paul Bicknell

Notice is hereby given that the **MEETING OF EASTLEIGH TOWN COUNCIL POLICY & FINANCE COMMITTEE** will be held at **7 pm** on **WEDNESDAY 12 JUNE 2024** at **THE CABLEWORKS BUILDING, TINNING WAY, EASTLEIGH** which you are hereby summoned for the transaction of the business specified below.

Ruth Davies

Ruth Davies
Clerk to the Council

Admission of the Public and Media

Members of the Public and Media are welcome to attend in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 and to report on the meeting in accordance with the Openness of Local Government Bodies Regulations 2014.

AGENDA

1 / 24 APOLOGIES FOR ABSENCE

To receive and approve apologies for absence.

2 / 24 REGISTER OF INTERESTS AND DISPENSATIONS

To receive any Declarations of Interest or Dispensations regarding any items the agenda.
(*Dispensation requests must be received in writing by the Clerk prior to the meeting)*

3 / 24 MINUTES OF THE LAST MEETING

To **approve** the Minutes of the meeting held on the 10 April 2024.

4 / 24 PUBLIC PARTICIPATION

To open the meeting to allow members of the public to make comment.

5 / 24 FINANCE REPORTS

- In the interim of setting up Scribe Accounts, to **receive** a budget cash book with transactions from 1 April to 29 May 2024
- To **note** that Scribe Accounts will provide full reporting at the end of June 2024
- To confirm that councillors will receive training and access to Scribe Accounts
- To confirm that the RFO will submit a final S126 claim up to the 30 June 2024 which includes the VAT from 24 March 2024 to 30 June 24. The council will then submit as a registered council from 1 July through MTD.
- To **note** the action to update the financial risk assessment is deferred to the next committee meeting

6 / 24 GRANTS AND SPONSORSHIP

- To receive and consider for approval a grant request from Pride
- To **note** the process for the Sponsorship Criteria for 2024/25 is deferred to the next committee

7 / 24 INTERNAL AUDIT 2023 24

- To receive the Annual Internal Audit 2023 24
- To review the actions as detailed and **approve** the proposed actions to mitigate these

8 / 24 EXTERNAL AUDIT 2023 24

- To review the AGAR requirements 2023 2024
- To review the submissions prepared by the RFO
- To **note** the restatement of submission for 2022 2023 in relation to the comments made by BDO
- To **resolve** to propose to council 26 June for approval of the following:
    - The Accounting Statements by the members meeting as a whole;
    - Approve the Accounting Statements by resolution; and
    - Ensure the Accounting Statements are signed and dated by the person presiding at the meeting at which that approval is given.

10 / 24 BUDGET 2024 25

- To receive for approval the revised budget for 2024 25 to include virements for personnel
- To **approve** the revised budget for personnel to include the Community and Engagement Officer approved by Personnel Committee

11 / 24 DATE OF NEXT MEETING

- To review the date of the next meeting scheduled for the 7 August 2024