

Wem Town Council

Wem-Birthplace of the Modern Sweet Pea

Town Clerk and Treasurer:
Mrs. P. E. O'Hagan

Wem Town Council Offices
Wem Library
High Street
Wem, Shropshire
SY4 5AA



Tel & Fax: (01939) 232733
Email: info@wem.gov.uk
Assistant Clerk Email:
assistant.clerk@wem.gov.uk
Website: www.wem.gov.uk

To Members of the Finance & Corporate Governance Committee

Dear Councillor

I write to inform you a meeting of this Committee has been arranged to take place on **Tuesday 23rd May 2023 at 14.00 in The Meeting Room, Wem Library, Wem**

Yours sincerely

A handwritten signature in black ink that reads "P. O'Hagan" with a horizontal line extending to the right.

Town Clerk
16.5.23

AGENDA

- 1 **Apologies** - to receive any apologies and reasons for absence
- 2 **Disclosable Pecuniary Interests**
 - a) Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.
 - b) To consider any applications for dispensation.
- 3 **Committee Minutes** - to approve as a correct record the minutes of a meeting of the Finance & Corporate Governance Committee held on 10.1.23 (copy enclosed).
- 4 **Progress Report** – to note (copy enclosed).
- 5 **Accounts**
 - a) **2022-23 year end accounts** - for review (copies to follow).
 - b) **2022-23 Annual Governance Statement of the Annual Governance and Accountability Return (AGAR)** – to review in advance of the May meeting of the Town Council (copy enclosed).
 - c) **Asset Register and significant variances** – to review

d) Internal audit report – to consider (copy to follow)

- 6 Earmarking Reserves** – to consider report outlining recommendations for earmarking funds from General Reserves.
 - 7 Internal Controls** – to consider internal controls for use of corporate credit card as per the internal auditors recommendation
 - 8 Finance and Corporate Governance Committee terms of reference** – to discuss and make recommendations to full council.
 - 9 Training plan** – to review
 - 10 Date and time of next meeting** – to note and review frequency of meetings.
 - 11 Exclusion of press and public**
To resolve: That in accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public and press be excluded from the remainder of the meeting on the grounds that the following items to be considered involves the likely disclosure of confidential information.
- Town Clerks hours** – to discuss