

Minutes of a Meeting of the Finance & Corporate Governance Committee held on Thursday 11th January 2024 at 19.00 in the Council Meeting Room, Wem Library.

Present: - Cllrs D Parry (Chairman), P Broomhall, R Dodd, M Meakin, C Granger, P Johnson, G Soul, D Hill, R Gascoigne, E Towers, B Barker.

Mrs A Roberts (Projects and Finance Assistant)

**1 Apologies** - to receive any apologies and reasons for absence.

The following apologies were noted:

Cllr Drummond (Family Commitment), Cllr M Hoffmann (Illness)

Cllr Glover (absent)

**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>Councillor</b>	<b>Item</b>	<b>Dispensation</b>
Cllrs Towers and Broomhall	Twin-hatted members declared a personal interest in any matters relating to the Town Council's relationship with Shropshire Council	Dispensations to allow participation and voting on all matters relating to Shropshire Council

b) To consider any applications for dispensation.

None received.

**3 Committee Minutes** - to approve as a correct record the minutes of a meeting of the Finance & Corporate Governance Committee held on 23.11.23.

**Resolved:- to approve as a correct record the minutes of the meeting of the Finance & Corporate Governance Committee held on 23.11.23 and they were duly signed by the chairman.**

**4 Progress Report** – to note.

**Resolved:- to note.**

**5 Accounts**

a) To consider 3rd quarter budget report to 31.12.23.

**Resolved:- to note the report.**

**6 Audit Plan 2023-24**

a) To approve the Audit Plan for 2023-24

It was noted that the appointment of the Internal Auditor for 2023-24 had been moved from October to January.

**Resolved:- to approve the Audit Plan for 2023-24**

b) Statement of Internal Controls including process for dealing with invoices

**Resolved:- to approve the Statement of Internal Controls including process for dealing with invoices**

c) Effectiveness of the System of Internal Audit

**Resolved:- to note that a review was undertaken by the committee of the Town Council’s system of internal audit and to recommend to the Town Council that**

- The Internal Auditor met the Council’s expected standards, and the Committee were satisfied that the system of internal audit was effective.
- The recommendations provided in the internal auditor’s reports had been implemented.

d) Internal auditor – to consider process for appointing an internal auditor for 2023-24

**Resolved: - to appoint JDH Business Services as the Town Council’s Internal auditor for 2023-24**

**7 Date and time of next meeting – to note.**

**Resolved:- not to set a date until the year end accounts closedown date has been confirmed.**

Meeting ended 19.12

Chairman.....