



COPYTHORNE PARISH COUNCIL

A meeting of the Finance Advisory Committee was held on Tuesday November 26th 2019 at The Corner Cottage, Winsor Road, Winsor, starting at 10.30am.

Invitees:

Cllr. Simon Lucas

Cllr. Steve Herra

Cllr. Graham Chillcott

Cllr. Sylvia Wiggins

Mr. David Rigby – Clerk and RFO

A G E N D A (with meeting notes added)

1. **Apologies for absence.**
None.
2. **Declarations of Interest.**
None at outset of meeting or needed to be declared during the meeting.
3. **Review of notes of previous meeting (Nov 5th 2019)**
All present were happy that the notes of the previous meeting accurately reflected the discussions.
4. **Review and discussion of the report prepared by the Responsible Financial Officer of the expected income and expenditure as at March 31st 2020 to assist with financial planning for the 2020-21 Financial Year. (The output of these discussions will be presented to Council on December 10th 2019).** The meeting discussed the report and made suggestions as to the various budgets required for 2020-21. The updated report will be presented to Council on December 10th 2019.
5. **Review and discussion of revised Financial Regulations based on new NALC template. (The output of these discussions will be presented to Council for adoption on December 10th 2019).** These were discussed with further comments to be sent to the Clerk. (Subsequent to the meeting the Clerk has identified certain points within the revised Financial Regulations that will also impact on our Standing Orders. As a result, amendments to both will now be presented to Council for adoption on January 14th 2020).
6. **Discussion of any other matters relating to the Aims and Responsibilities of the Finance Advisory Committee.**
No other matters discussed.
7. **Agree date for next meeting**
Dec 11th 2019, 11am, at The Corner Cottage, Winsor Road, Winsor