



## COPYTHORNE PARISH COUNCIL

A meeting of the Finance Advisory Committee was held on Thursday February 27<sup>th</sup> 2020 at The Corner Cottage, Winsor Road, Winsor, starting at 10am.

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 notes of discussions)

1. **Apologies for absence.**  
None
2. **Declarations of Interest.**  
None
3. **Review of notes of previous meeting (Dec 11th 2019)**  
All present were happy that the notes of the previous meeting accurately reflected the discussions
4. **Review of the interim internal audit report produced by Tim Light following a visit on February 14<sup>th</sup> 2020**  
Report was presented by the RFO. Members noted the contents of the report and thanked the RFO for his work in maintaining the Council's finances in a manner that the internal auditor was happy with. RFO confirmed that the recommendations made by the internal auditor in the report have or will be actioned within the required timescales. The audit report will be presented to Council on March 10<sup>th</sup> 2020.
5. **Review of the RFO's report on the expected level of Council reserves as at March 31<sup>st</sup> 2020**  
Report was presented by the RFO of the likely position of our reserves as at 31/3/20. The RFO made the caveat that spending between now and 31/3/20 and the progress of projects would impact on the exact level and designation of reserves and the report should only be considered as a guide. A copy of the report will be issued with these notes.
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**  
Wed June 3<sup>rd</sup>, 10am at The Corner Cottage, Winsor Road