



Kington Town Council

The Old Police Station, Market Hall Street, Kington, HR5 3DP
Telephone 01544 239098 email: clerk@kingtontowncouncil.gov.uk



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Minutes of the Finance & General Purposes Committee Meeting
held on Monday 29th January 2018 at 2.00 pm in The Old Police Station.

PRESENT	APOLOGY
Cllr. Mr. R. Widdowson (Chair)	Cllr. E. Banks
Cllr. M. Fitton	Cllr. T. Bounds
Cllr. C. Forrester	
Cllr. F. Hawkins	IN ATTENDANCE
Cllr. E. Rolls	Cllr. J. Dennis
	Cllr. I. Wood Johnson

In attendance:

Liz Kelso - Clerk

Agenda Item		<u>Actions</u>
F&GP 001-18	1. Apologies Apologies were noted from Cllr. E. Banks and Cllr. T. Bounds.	
F&GP 002-18	2. Declarations of Interest and requests for dispensation There were no declarations of interest and no requests for dispensation.	
F&GP 003-18	3. Minutes of the meeting held on 20th November 2017 It was agreed that the Chairman be authorised to sign the Minutes of the meeting held on 20 th November 2017, which had been previously circulated, as a true record of proceedings at that meeting.	
F&GP 004-18	4. Annual Risk Review The Clerk presented a risk review format recommendation to build upon the current format used. It was agreed to adopt the revised format and that a joint Finance Committee/Scrutiny Committee working party be tasked with drafting a review for this Committee to review with a view to full Full Council adoption.	
F&GP 005-18	5. Appointment of internal auditor Noting that formal appointment of the internal auditor takes place at the Annual Town Council Meeting in May, it was agreed not to seek alternative quotes for this appointment this year but to recommend to Full Council that Mr. Iain Selkirk be reappointed for the forthcoming year.	

F&GP 006-18

6 Review of Financial Procedures and Control Systems

It was agreed that a review of Financial Procedures and Control Systems should take place with a view to recommendations being put to the Committee and Full Council in due course.

F&GP 007-18

7. Next agenda

The following items were raised for the next agenda:

- Photocopier/printing costs
- Risk Review
- Financial Procedures
- Update on Asset Transfers and funding provided to Kington Community Asset Trust

F&GP 008-18

8. Date of next meeting

To be confirmed.

There being no further business, the meeting was closed at 2.35pm

Signed

Chairman

Date