

To: Members of the Finance, Legal and Administration Committee (FLAC)

You are hereby summoned to attend a Committee meeting

To be held in the Village hall, Recreation ground, Lambs lane, Cottenham

Thursday 1st September 2016 at 7.30pm

AGENDA

The Public and Press are invited to attend

16F/106. Chairman's Introduction and Apologies

16F/107. Any Questions from the Public or Press – Standing orders to be suspended

Public question time is dealt with prior to the start of the meeting and doesn't form part of the formal business of the Council. Time is limited to 30 minutes and each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes in order to allow other people to also speak without the public session exceeding its allotted time. NB: Councillors will not be able to respond on items on the agenda, but will take notice of the views put forward.

16F/108. Declarations of Interest - To receive disclosures of pecuniary and non-pecuniary interests from Councillors on matters to be considered at the meeting.

The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is pecuniary. An interest is pecuniary if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgement of the public interest and it relates to a financial or regulatory matter.

16F/109. Minutes – to resolve that the minutes (circulated to members) of the Committee meeting held on the 28th June 2016 be signed as a correct record.

16F/110. Review of monthly management accounts (to 31st July 2016) – Cllr Young & RFO

16F/111. Review of monthly bank reconciliation (to 31st July 2016) – Cllr McCarthy & RFO

16F/113. Review of Asset register- Cllr Morris

16F/114. Review of Risk Assessment – Cllr Morris

16F/115. Consider quote for insurance renewal – Cllr Mudd

16F/116. Review External Audit report from PKF Littlejohn – RFO

16F/117. Deadline for S137 donation requests – RFO

16F/118. Consider the additional work advised by BCS payroll to get administration of our pension scheme up to date - RFO

16F/119. Consider income section of the budget for 2016-17 - RFO

16F/120. Matters for consideration at the next meeting

16F/121. Date of next meeting –

16F/122. Close of meeting -



Debbie Seabright – RFO

Right Side Entrance, Community Centre

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26th August 2016

