



25 March 2024

Dear Councillor

**FINANCE AND GENERAL PURPOSES COMMITTEE MEETING – TUESDAY,  
2 APRIL 2024**

**YOU ARE SUMMONED** to a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** to be held at **7.15 pm on Tuesday, 2 April 2024 by WebEx video conferencing** (*The Local Authorities (Coronavirus) (Meetings) (Wales) Regulation 2020*) in order, to complete the transaction of the following business

*No recording, broadcasting or photographs may be taken of the meeting without prior approval of the Town Council.*

Yours sincerely,  
*Tracey Brown*  
Town Clerk

**AGENDA**

**1. APOLOGIES**

**2. MINUTES**

the Minutes of the meeting held on Tuesday 28 November 2023 be confirmed as a correct record and signed by the Chairman. (*NB: the last meeting of the committee on 6 February was not quorate*)

**3. CODE OF CONDUCT – DECLARATION OF INTEREST**

Members are reminded of their responsibility to declare any personal interest or prejudicial interest which they may have in any item of business on the agenda no later than when that item is reached.

**4. INTERNAL AUDIT - ACTION PLAN**

To consider the recommendations of the internal auditor's report and continue to work on the action plan.

The Clerk will brief Members on any updates to the report.

**RECOMMENDED: That**

**the Finance and General Purposes Committee continue to work on the action plan and make recommendations to Council prior to the interim audit taking place.**

**5. AUDIT WALES FEE SHCEME 2024-25**

*Letter attached.*

**RECOMMENDED: That**

**the Audit Wales Fees Scheme for 2024-25 be noted.**

**6. ACCOUNTS**

In accordance with one of the instructions from the Internal Auditors, that members receive a copy of both Bank Reconciliation reports (*for signature*) and the Cashbook to enable members to contribute to the fiscal management of the Council. (*please note these reports will be circulated when the bank statement is received*).

**RECOMMENDED: That**

**the accounts be noted and any comments and or recommendations be made to the Council meeting on 10 April 2024.**

***Please note that members of the press and public are welcome to attend the meeting by prior arrangement with the Town Clerk and Responsible Financial Officer on 01244 398829 or email: [townclerk@saltneytowncouncil.gov.uk](mailto:townclerk@saltneytowncouncil.gov.uk) for a link to the meeting.***