

**Minutes of the Llanelidan Community Council Finance Committee
held 8th November 2018 at Village Hall, Llanelidan**

Present: Cllrs Richard Salisbury (Chairman), John Brooks and Dave Roberts.
In attendance was the Clerk & RFO David Rose.

Absent: none

Meeting commenced at 18:30

FC 2 Apologies:
none

FC 3 Declarations of Interest:
The Clerk read the Declaration of Interests statement. No interests were declared.

FC 4 Meeting Open to the Public:
No members of the public were in attendance.

FC 5 Election of Chair:
The Clerk called for nominations. Cllr Brooks proposed Cllr Salisbury who was seconded by Cllr Roberts. Cllr Salisbury accepted the nomination. There being no further nominations Council voted in favour and Cllr Salisbury was duly elected as Chair of the Finance Committee to serve until the Annual Meeting in 2019.

FC 6 Election of Vice-chair:
It was resolved that the committee would not elect a Vice-chair at this time.

FC 7 Internal Control for Q1 & Q2 2018/19:
a) The RFO guided the Members through the Internal Control checklist which was completed and evidence was assessed. **It was resolved** that the Chair could sign the checklist and report back to Council that all was in order.

b) The Financial Accounts were reviewed and approved.

c) The Budgetary Control Report was reviewed and approved.

FC 8 Next Meeting:
The next Finance Committee meeting is on Thursday 10th January 2019 at 6:30pm just prior to Council to complete the Q3 Internal Control.

Meeting closed at 19:15

Approved as being a correct record by ...

Chair *R. Salisbury*

Date: *10-1-2019*

Cllr *R. Salisbury*



FINANCE COMMITTEE MEETING

BUSINESS TO BE TRANSACTED

AGENDA

8th November 2018

1. to receive apologies for absence
2. Clerk to read Declaration of Interests statement
3. Members are invited to declare personal or prejudicial interests in items of business itemised on the Agenda [SO 56]

Public Participation Session

This provides an opportunity for members of the public to raise questions and comment on items on the Agenda.

4. Election of Chair
5. Election of Vice-chair
6. To complete the Internal Control process for Q1 & Q2 2018/19
 - a. *complete the Internal Control checklist and check evidence*
 - b. *review the Financial Accounts*
 - c. *review the Budgetary Control Report*
7. Date of the next Finance Committee to be held on Thursday 10th January 2019 at 6:30pm.



David Rose
Clerk & RFO to the Community Council