



The Meeting Rooms, Church Lane
St Arvans, Chepstow, NP16 6EU

T. 07902 511468
E. clerk@starvanscouncil.co.uk

12th October 2023

I hereby give notice that the next Finance Meeting of St Arvans Community Council will be held on Tuesday 17th October 2023 at The Meeting Rooms at 5:00PM and via Webex (see end of agenda for link). All Members of the Finance Committee are summoned to attend and to consider and resolve upon the business to be transacted at the meeting as set out hereunder.

Catherine Baker, Clerk to St Arvans Community Council

AGENDA FOR THE FINANCE COMMITTEE

F2310.01 ELECTION OF CHAIR AND VICE CHAIR

F2310.02 DECLARATION OF INTEREST IN ITEM(S) ON THE AGENDA

F2310.03 APOLOGIES

To receive apologies for absence

F2310.04 PUBLIC SESSION (15 minutes)

To receive and consider any comments or questions from the public which may be answered but not debated

F2310.05 HALF-YEAR BUDGET MONITORING (APRIL – SEPTEMBER)

To review the financial position at the end of September 2023.

F2310.06 BUDGET CONSIDERATIONS FOR 2024/25

To consider the budget for 2024/25 including existing or new budget heads prior to formal budget setting in November.

F2310.07 INTERNAL AUDIT FINANCE CHECKS

I. To note that the quarter 1 (April - June) internal finance check has been completed and that quarter 2 (July - September) is in progress.

II. To note that quarter 1 and quarter 2 asset register checks are in progress.

F2310.08 APPOINTMENT OF INTERNAL AUDITOR

To consider quotes for internal auditor for 2023-2024

F2310.09 ITEMS FOR THE NEXT MEETING

F2310.10 DATE OF THE NEXT MEETING

To confirm the date and arrangements for the next meeting in November.

To join the meeting remotely use the Webex link below:

<https://starvanscommunitycouncil.my.webex.com/starvanscommunitycouncil.my/j.php?MTID=m42ebbb0f187bcf5af633f2ab01ea6c72>

Meeting number: 2364 497 6341

Password: NvpHi559aif (68744559 from phones and video systems)