



**TO: ALL MEMBERS  
OF THE COUNCIL**

My Ref: PAR/SS/LM/F&A

Date: 25<sup>th</sup> October 2023

Dear Councillor,

In accordance with the provisions of the Local Government Act 1972 you are summoned to attend a meeting of the **FINANCE & AUDIT COMMITTEE** to be held at Newton's Place, 43 Wolborough Street, Newton Abbot on **WEDNESDAY, 1<sup>st</sup> NOVEMBER 2023** at 7.00 p.m.

Yours sincerely

Town Clerk

## **AGENDA**

### **Part A – GENERAL COMMITTEE BUSINESS**

#### **1. APOLOGIES FOR ABSENCE**

To receive apologies and approve reasons for absence.

*Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.*

#### **2. INTERESTS TO BE DECLARED**

In accordance with the Code of Conduct, Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in items to be considered at this meeting.

#### **3. MINUTES**

To agree as a correct record the minutes of the meetings of the Finance and Audit Committee held on 28<sup>th</sup> June 2023. **APPENDIX A**

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Town Clerk: Mr P.A. Rowe

Newton's Place, 43 Wolborough Street, Newton Abbot, Devon TQ12 1JQ

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4. **PUBLIC PARTICIPATION (7.00 – 7.15 p.m.)**

The Committee sets aside, a short period at the commencement of the meeting when the public can ask questions or make statements.

**PART B – ITEMS FOR DECISION**

5. **INTERNAL AUDIT REPORT: INTERIM REPORT 2023/24**

To receive and approve the Internal Audit Report: Interim Report 2023/24  
**APPENDIX B**

6. **POLICIES**

- Financial Regulations **APPENDIX C**
- Reserves Policy **APPENDIX D**

7. **SUB-COMMITTEES**

To receive the minutes of the following Sub-Committees: -

- Strategic Planning Forum 26<sup>th</sup> July 2023  
Chairperson - Councillor A Hall. **APPENDIX E**
- Strategic Planning Forum 13<sup>th</sup> September 2023  
Chairperson - Councillor A Hall. **APPENDIX F**

8. **GRANT APPLICATIONS**

To consider the following grant applications:

- a) ParkRun Newton Abbot **APPENDIX G**
- b) Newton Abbot Swimming Club **APPENDIX H**
- c) Citizens Advice Bureau **APPENDIX H(1)**
- d) Newton Abbot Community Transport **APPENDIX H(2)**

9. **INCOME AND EXPENDITURE**

- a) Accounts paid since the last meeting – Income and Expenditure Statements for June to September 2023 inclusive. **APPENDIX I**
- b) To consider the Financial Budget Comparison for the period from 1<sup>st</sup> April 2023 to 30<sup>th</sup> September 2023. **APPENDIX J**

10. **INSURANCE DECLARATION**

To carry out due diligence in accordance with the Councils Insurance Policy.  
**APPENDIX K**

**PART C – ITEMS FOR INFORMATION ONLY**

11. **LATE CORRESPONDENCE (if any)**

12. **DATE OF NEXT MEETING**

Wednesday 10<sup>th</sup> January 2024.

**DISTRIBUTION**

All Members of the Council