



East Woodhay Parish Council Finance Committee

Tuesday 30th April 2024, 09:30 WHCH

Agenda

1. Welcome and apologies
To be sent to the Clerk prior to the meeting
2. To agree Minutes of previous meeting
Available on the website
3. Review of EoY bank reconciliation, payments and receipts, bank statements
As per committee Terms of Reference. Sent by Clerk in advance.
4. Review of Financial Regulations and Financial Risk Assessment
Available on website under Policies and Procedures. Sent by Clerk in advance.
5. Review of Asset Register (to align with insurance policy)
As per committee Terms of Reference. Available to view on Scribe.
6. Review of new policies: Risk Management, Grant Awarding, Reserves policy
7. IT- Gmail issues and potential for change to current email forwarding
Highlighted by issues with website and Clerk research
8. Review of finance 2023-24 for Annual Parish Meeting
Last year's financial information sent in advance
9. Agreement of Clerk salary change
As per committee Terms of Reference and upon completion of CiLCA
10. Financial Year 2024-25 on Scribe
Demonstration from Clerk on new software

Signed: Amy White (Clerk to the Council)

Date: 23/04/2024

**Clerk to the Council: Amy White, Gilton Ash, Tile Barn, Woolton Hill, Newbury, HANTS RG20 9UX
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