

**MINUTES OF THE MEETING OF THE FINANCE & POLICY COMMITTEE OF TRING TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, THE MARKET HOUSE, HIGH STREET, TRING ON MONDAY 10<sup>th</sup> JUNE 2019 AT 8:15 p.m.**

**Present:** Councillors: C. Townsend (Chairman)  
P. Elley  
P. Hearn  
H. Piper  
R. Ransley

**Also present:** Mr M. Curry, Town Clerk  
Mrs. D. Slade (Deputy Town Clerk)  
0 members of the public

**19735. APOLOGIES**

Apologies were received from Cllr Bowden (illness)

**RESOLVED:** To accept the apologies for the reasons given.

**19736. DECLARATIONS OF INTEREST**

None

**19737. TO CONSIDER POSSIBLE WORKING PARTIES/SUB-COMMITTEES**

**RESOLVED:** To retain the current structure without any working parties/sub-committees.

**19738. TO CONFIRM THE MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING HELD ON 11<sup>TH</sup> MARCH 2019**

**RESOLVED:** To accept the Minutes as presented and for the Chairman to sign them.

**19739. MATTERS OF REPORT FROM THE MINUTES**

None

**19740. CHAIRMAN'S COMMUNICATIONS**

The following item(s) of communication had been received:

- Notification from the Information Commissioner's Office that Councillors do not have to pay the registration fee

**19741. PUBLIC PARTICIPATION**

No members of the public present

**19742. TERMS OF REFERENCE**

A proposed amendment to the existing terms of reference, recommended by the DPO, was circulated prior to the meeting.

**RESOLVED:** To approve the GDPR addition recommended by the DPO

**19743. REVIEW OF RISK MANAGEMENT ARRANGEMENTS**

The Clerk explained how the Finance & Policy Committee had responsibility for risk assessments and how these were reviewed annually. The new External Auditor is seeking, as best practice, an explicit resolution by the full Council demonstrating that it has oversight

of the risk-management arrangements in place, not individual risk assessments, as a condition for approving assertion 5 in the Annual Governance Statement. There was a discussion of the current risk-management arrangements and these would be put to Council at the next meeting prior to completion of the Annual Governance & Accountability Return (AGAR).

**19744. THE FINANCIAL OUTTURN 2018/19**

A report detailing the financial outturn 2018/19, the preparation of Section 2 of the AGAR and the supporting information, including the explanation of variances, was circulated prior to the meeting. It included recommendations for adjustments to earmarked reserves.

**19745. THE ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN**

A draft of the return was circulated prior to the meeting with a list of the documents that have to be supplied to the External Auditor with the AGAR. The Internal Auditor will be completing his section on Wednesday 19<sup>th</sup> June.

**RESOLVED:** To recommend that Council approve the governance assertions in Section 1 and financial statements in Section 2 of the Annual Governance & Accountability Return and make the proposed adjustments to earmarked reserves.

**19746. GRANT APPLICATIONS**

None received.

The meeting ended at 8:40p.m.

Chairman