



**THE COMMUNITY COUNCIL OF ABERTILLERY & LLANHILLETH
CYNGOR CYMUNED ABERTYLERI A LLANHILEDD**

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Mitre Street,
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**Swyddfa'r Cyngor,
Stryd Meitre,
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NOTICE OF MEETING

11 July 2023

Dear Councillor

You are summoned to attend a meeting of the Finance and Grants Committee of Abertillery and Llanhilleth Community Council, to be held at the Council Offices, Mitre Street and via video conferencing (Zoom) on **Tuesday 18 July at 6.00pm**. The agenda for the meeting is set out below.

Yours faithfully

David Cartwright
Clerk

AGENDA

- 1. Apologies for absence**
- 2. Declarations of interest or dispensations**
- 3. Minutes 14 December 2022**
- 4. Election of chair for 2023-2024**
- 5. Annual Return and accounts 2022-23**
To consider any matters arising.
- 6. Q1 2023-2024**
To consider an update from officers on the Council's financial position and any matters arising.

7. Financial oversight

To consider the roles and responsibilities of the Committee with regards to:

- Ensuring that accounts are properly maintained
- Monitoring of financial transactions
 - inspection of invoices
 - cashbook
- Monitoring of bank accounts
 - bank reconciliations
- Monitoring of income, expenditure and investments against budget

8. Financial processes and regulations

To consider the roles and responsibilities of the Committee with regards to:

- Review of Financial Regulations and associated Standing Orders
- Review of financial and business risks
- Review of asset register and asset management
- Reserve funds management
- Investment and borrowing policies
- Insurance

9. Financial oversight of projects and initiatives

To consider the roles and responsibilities of the Committee with regards to:

- Financial forecasting and planning
- Monitoring against budget of expenditure authorised by Full Council
- Monitoring against budget of expenditure authorised by other budget-holders

10. Budget-setting process 2024-25

To agree recommendations to Full Council