

**QUEEN CAMEL PARISH COUNCIL****Clerk:** Elaine Owen, Innes House, Kingsdon, Somerton, Somerset, TA11 7LL**Tel:** 07726 245 101**e-mail:** clerk@queencamelpc.org.uk**website:** www.queencamelpc.org.uk**AGENDA**

The next meeting of Queen Camel Parish Council Finance and Risk Committee will be held on Monday 7th June 2021 at 7.30pm, Marples Room, Memorial Hall

All members of the Finance & Risk Committee are summoned to attend.

The meeting will commence after there has been an opportunity for members of the electorate of the Parish to speak. In normal circumstances this will be restricted to approximately 15 minutes in total but shall be at the Chairman's discretion.

F.01/06 To elect a Chairman for 2021/2022**F.02/06 Apologies for Absence****F.03/06 Declarations of Interest****F.04/06 Minutes of Meeting 28th January 2021**

Members are asked to approve the Minutes as an accurate record.

F.05/06 To consider items raised in the 2020/2021 Internal Audit

(If available. Audit in progress at date of Agenda posting)

F.06/06 Financial Reports

To review reports supplied from the Council's financial software system (Scribe) for last quarter and to agree the bank reconciliations for April and May 2021.

F.07/06 To review the draft Annual Governance and Accountability Return (AGAR) for 2020/2021

a. To agree that Queen Camel qualifies for a Certificate of exemption (from external audit) due to revenue and costs each being under £25,000.

b. To review the AGAR Annual governance statement

c. To review and agree the entries in the Accounting Statements.

F.08/06 Budget 2020/21

To review the budget for 2021/22 and make any Recommendations to Council that arise.

F.09/06 To approve accounts for payment

None at date of Agenda, items may arise before the meeting.

F.10/06 Bank signatories

To receive an update from the RFO about the progress of changing signatories.

F.11/06 Earmarked Reserves 2021/2022

To review earmarked reserves.

F.12/06 Grants and Community Panel Budget for 2021/2022

To discuss the budget for the year and make any Recommendations to Council

F.13/06 Policies

To agree a programme for updating policies.

F.14/06 Dates of meetings

To agree a forward calendar of meeting dates.