

**A MEETING OF  
THE FINANCE COMMITTEE  
To Be Held In The Parish Centre, Lockleys Drive. Welwyn.  
ON Monday 21<sup>st</sup> SEPTEMBER 2009  
COMMENCING AT 7.30 PM**

**AGENDA**

1. APOLOGIES FOR ABSENCE
2. DECLARATION OF INTEREST
3. MINUTES OF THE MEETING HELD ON THE 20<sup>TH</sup> JULY 2009.
4. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON THE 20<sup>TH</sup> JULY 2009
5. BDO STOY HAYWARD – EXTERNAL AUDITOR

The Council have been requested to complete an Intermediate audit questionnaire as their income or expenditure is greater than £ 200,000 last year.

Completed Intermediate audit questionnaire is attached as **APPENDIX 1**

Amendments to the Annual Return for the year ended 31<sup>st</sup> March 2009 is attached as **APPENDIX 2**

**To be proposed by the Chairman**

- a) the completed Intermediate audit questionnaire be approved.
- b) that the amended Annual return for the year ended 31<sup>st</sup> March 2009 be agreed".

6. ACCOUNTS 1<sup>ST</sup> APRIL – 30<sup>TH</sup> JUNE 2009
  - 6.1 Bank Reconciliation **APPENDIX 3**
  - 6.2 Income and Expenditure 1<sup>st</sup> April – 30<sup>th</sup> August 2009  
To include budget for 2009/2010, expenditure and income to date. **APPENDIX 4**
  - 6.3 Summary of Income and Expenditure 1<sup>st</sup> April – 30<sup>th</sup> August 2009 **APPENDIX 5**
  - 6.4 List of Income and Expenditure incurred in August 2009 **APPENDIX 6**

**7. FINANCIAL REGULATIONS**

To be reviewed by the Chairman and the Acting Clerk and a report to be made at the next meeting.

**8. CLOSE OF MEETING.**