

WHELDRAKE PARISH COUNCIL
FINANCE COMMITTEE – TERMS OF REFERENCE (DRAFT)

Reporting to: Wheldrake Parish Council

Purpose of Committee

To oversee the work of the Responsible Financial Officer whose work is carried out in accordance with Financial Regulations

To approve the draft precept in November to put forward for Resolution for approval to the full Parish Council in December

To approve the draft accounts for the year to put forward for Resolution for approval by the full Parish Council in April

Delegated Authority

To authorise the Parish Clerk to make the necessary action to implement approved decisions of the committee

Meetings

Scheduled as necessary, but at least two meetings a year – one to be held in November to prepare a draft precept to put before the December Parish Council meeting and one to be held in April to approve the accounts for the internal audit.

Membership

Maximum 5 Council members.

Clerk to attend for information

Quorum

3

Chairman and Vice Chairman

Shall be decided at the annual meeting of the Parish Council by a simple majority

External Attendees

As required

Public Participation

Meetings will be open to the public

Working Parties

May be set up for specific time-limited tasks as required

