

# HAVERHILL TOWN COUNCIL

## FINANCE COMMITTEE

Dear Councillor,

You are hereby summoned to attend the meeting of Haverhill Town Council Finance Committee to be held in The Studio, Town Hall, High Street, Haverhill, on Tuesday 30<sup>th</sup> September 2014 commencing at 7.30pm for the purpose of transacting the following business:

CONSTITUTION:	Chair: Town Mayor	Roger André
	Town Councillors:	M Byrne, L Carr P Hanlon B McLatchy M Martin B Robbins G Stroud C Turner



**This Meeting is open to the Press and Public**

### AGENDA

1. **Welcome**
2. **Apologies for Absence**  
Please notify the office by 5.00 p.m. on the day of the meeting if you are unable to attend.
3. **Declarations of Pecuniary Interest and requests for Dispensations**  
Members to declare any interests they may have on the agenda and agree any dispensations to stay.
4. **Minutes of the Last Meeting**  
To approve the minutes of the meeting held 17<sup>th</sup> June 2014.
5. **Matters Arising**  
To note actions taken as a result of, and any matters arising from the minutes of the meeting held 17<sup>th</sup> June 2014.
6. **Report from the Responsible Financial Officer (To Follow)**  
Haverhill Town Council
  - a. Narrative to Budget Report
  - b. Budget Report
  - c. Bank Reconciliation
  - d. Payments
  - e. Debtors and Creditors
  - f. General Report

Hartseats

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- g. Narrative to Budget Report
- h. Budget Report
- i. Bank Reconciliation
- j. Payments
- k. Debtors and Creditors

Haverhill Arts Centre

- l. Narrative to Budget Report
- m. Budget Report
- n. Bank Reconciliation
- o. Payments
- p. Debtors and Creditors

**7. Review of Internal Controls and arrangements for Internal Audit**

To review the Internal Financial Controls discussed at Full Council on 23<sup>rd</sup> September and agree specification for re-tendering the role of Internal Auditor.

**8. Purchase of a defibrillator**

To consider a budget of £1000 for the provision of a defibrillator.

**9. Renewal of Antivirus and provision of “Gate Defender” internet perimeter security**

To consider quotation of £3200 for renewal of the Council’s three-year license for antivirus and provision of PCI-compliant security for public wifi access.

**10. Date of Next Meeting**

4<sup>th</sup> November 2014

**11. Closure**

**Colin Poole**

Haverhill Town Clerk

Date: 23<sup>rd</sup> September 2014