

## **FINANCE AND SCRUTINY COMMITTEE | AGENDA**

**Date:** 4 July 2022

**Time:** 11.00 – 13.00

**Location:** Zoom

### **1. Apologies for absence and note changes in representation**

- 1.1. That apologies are noted.

### **2. Minutes of previous meeting and matters arising (11.00 – 11.05)**

- 2.1. To approve the minutes of the meeting held on 23 February 2022 and to note any matters arising not covered elsewhere on the agenda.

Appendix 2.1

### **3. Accounts (11.05 – 11.50)**

- 3.1. To receive reports from the head of finance and administration.
- 3.2. To receive draft management accounts for the year 2021/22.
- 3.3. To receive timetable to completion and sign-off of year-end accounts in liaison with Milton Avis. Simon Young is invited.
- 3.4. To receive the headline figures for Q1 of the 2022/23 financial year to 30 June 2022.
- 3.5. To note any significant spending approvals or plans
- 3.6. To note any significant income updates.

Confidential

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### **Tea- break (11.50 – 12.00)**

### **4. Audit tender (12.00 – 12.15)**

- 4.1. To receive progress report on audit tender.

Confidential

**5. Budget (12.15 – 12.20)**

- 5.1. To receive the NALC budget for next three years to 2025/26 including the recommendation by this year's AGM an affiliation fee proposal for 2023/24.

**6. Bank Matters (12.20 – 12.30)**

- 6.1. To review current bank arrangements, bank balances and deposits. Verbal update

**7. County association debtors (12.30 – 12.40)**

- 7.1. To receive an update on county association debtors from the head of finance and administration indicating action taken on late payments. Verbal update

**8. Update General Data Protection Regulation**

- 8.1. None to report.

**9. IT and website review (12.40 – 12.50)**

- 9.1. Review of current IT and website support –contracts and annual costs to be attached.

**10. NALC risk register (12.50 – 13.00)**

- 10.1. **To receive the risk register** Confidential

**11. Date and time of next meeting**

To note the next meeting of the Finance and Scrutiny committee will be held on 6 September 2022.