

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

Date: 11 June 2024

Time: 10.00 - 12.00

Location: Zoom (will be opened from 09:45)

### **1. Apologies for absence**

- 1.1. That apologies are noted.

### **DECISION ITEMS**

### **2. Minutes of the previous meeting and matters arising**

- 2.1. To approve the minutes of the meeting held on 12 March 2024 and to note any matters arising not covered elsewhere on the agenda. (Appendix 2.1)

NB: If members have any comments on the accuracy of the draft minutes, please contact Claire FitzGerald at [nalcccommittees@nalc.gov.uk](mailto:nalcccommittees@nalc.gov.uk) before the meeting.

### **3. Management accounts**

- 3.1. To receive a note from the head of finance and administration on the accounts including this time the latest cash position. (Appendix 3.1)
- 3.2. To receive draft management accounts for the year 2023/24. (Appendix 3.2)
- 3.3. To receive timetable for completion and sign-off of year-end accounts in liaison with Milton Avis. (Milton Avis have been invited to join the meeting. (Verbal report or Appendix 3.3)
- 3.4. To note annual summary of NALC events. (Appendix 3.4)
- 3.5. To receive an update from member services on website CRM spend. (Verbal or Appendix 3.5 TBC)
- 3.6. To note any significant spending approvals, plans and income updates from heads of service. (Verbal update)
  - 3.6.1. No significant spends are noted.

### 3.7. To note NALCs reserve policy

3.7.1. Our reserves policy aims to mitigate risks of sudden business closure leaving members with liabilities, support improvement and innovation in NALC and the sector; and enable future property options. Preserving the net value of the sale of 109, general reserves will cover.

- Cost of closing present pension options.
- Business closure - redundancies, contract cancellation etc.
- Cash flow.
- Invest to save developments identified by NALC or county associations.
- Future property needs.

## 4. Cashflow

4.1. To receive the cash flow projection to 30 June 2024. (Appendix 4.1)

## 5. Budget / AGM preparation

5.1. To consider the first draft NALC budget for this years AGM (Appendix 5.1)

## 6. County association debtors

6.1. To receive an update on county association debtors from the head of finance and administration. (Verbal update)

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## Break

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## DISCUSSION ITEMS

### 7. Scrutiny and Accounts reporting proposal role

7.1. To receive a report from Cllr Cowling (Appendix 7.1)

### 8. Work programme for 2024/26

8.1. GDPR breach log

8.1.1. Nothing to report at this time.

8.2. External speakers

8.2.1. Milton Avis have been invited to this meeting.

8.3. To consider speakers for the September and December meetings.

## **9. Date and time of next meeting**

9.1. To note the next meeting of the Finance and Scrutiny Committee will be held on 10 September 2024 via zoom.

9.2. The following meeting will be held on 26 November.

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