

Ruskington Parish Council

Terms of Reference

Name: Finance Committee

Status: A standing committee subject to the rules of the Council's Standing Orders.

Areas of Responsibility:

1. In conjunction with the Parish Clerk, RFO, and other authorised agencies, to prepare an annual expenditure budget for inclusion in the Precept submission and the approval of Council.
2. To review insurance requirements.
3. To review financial controls.
4. To review the investment policy.
5. To review policies relevant to the committee and council's finances.

Membership

Chairman and Vice Chairman of Council.

Chairman or Representative from each Standing Committee of the Council / The Lead Councillor for each of the following: Recreation, Environment, Estate Management, Planning, HR

Non-councillor members are not permitted.

Quorum

A Quorum shall be three, or one-third of the total membership, whichever is the greater.

Meetings

The Committee shall meet in November/December and January each year, and as often as required.

Chairman

The Chairman shall be responsible for:

1. The conduct of meetings.
2. Presenting the minutes of committee meetings to full Council and seeking ratification of proposals made.