



OVERSIGHT COMMITTEE – 8TH FEBRUARY 2024

The members listed below are summoned to attend the above meeting, which will be held on THURSDAY 8TH FEBRUARY 2024, in the **Whitchurch & District Club, St John's Street, Whitchurch, SY13 1QT** commencing at 7.00pm.

The meeting is held in public, and we welcome contributions in the relevant section of the meeting, as indicated on the agenda. If you wish to contribute to the meeting, as a member of the public, it would be helpful if you could advise the Proper Officer in advance so that an appropriate period is set aside for this purpose.

Members are respectfully asked to advise the Proper Officer, prior to the meeting, if they are unable to attend.

Date of Notice: 2nd February 2024

Mike McDonald
Proper Officer / RFO
Whitchurch Town Council

Councillors: G. Ebbs, A. Hall, R. Hall, M. Phipps

Meeting Notes:

1. Occasionally, contractual, staffing or other matters have to be held in a "Confidential" section of the Meeting, to the exclusion of the Press and Public
2. Councils cannot lawfully decide items of business that are not specified in the Summons / Agenda (LGA1972, Sch 12, Paras 10 (2) (b))
3. Recording: Please note that all Council Meetings are recorded to ensure accuracy of the Minutes; these recordings are not retained following approval of the relevant minutes. You are requested to inform the Proper Officer if you intend to record or film the meeting.



whitchurch town council

AGENDA: OVERSIGHT (OS) COMMITTEE MEETING, THURSDAY 8TH FEBRUARY 2024

1. Apologies

To receive Councillor apologies in relation to this meeting.

2. Declarations of Interest

To receive any Disclosure of Ordinary or Disclosable Pecuniary Interest in relation to any item on the Agenda.

3. Minutes

To confirm the minutes of the Oversight Committee Meeting held on 6th December 2023 and sign as an accurate record of that meeting.

4. Public Participation

Members of the public are invited to make representations, ask questions, and give evidence in respect of business being transacted at the meeting and about any other matter for which the Council has responsibility.

5. Financial Management Information (Months 8 and 9 – November/December 2023)

To receive and consider FMI (Income & Expenditure / Balance Sheet) for Months 8 and 9.

6. Interim Internal Audit Report – 2023/24 Financial Year

To receive the Interim Report from the Council's Internal Auditor and note resultant actions.

7. CONFIDENTIAL BUSINESS

To resolve that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters.

8. Legal Matters: Lease Update (Contractual / Commercially Sensitive)

To receive a verbal progress update from the Proper Officer in relation to lease-related matters.

9. WTC Small Community Grants 2023/24 – Additional Application

To consider and determine an application for support under WTC SCG Programme 2023/24

Associated Papers:

Draft Minutes: OS Committee, 6th December 2023 (3) Financial MI – 4 papers (5)
Interim Internal Audit Report, January 2024 (6)

CONFIDENTIAL:

Confidential Notes: OS Committee, 6th December 2023 Grant Application (10C)