

HOLT PARISH COUNCIL – FINANCE ADVISORY GROUP
Terms of Reference
2019

1. Develop and recommend financial strategy to fund the long-term aspirations of the parish, as set out in the Neighbourhood Plan
2. Review Financial Regulations and internal controls, and ensure they are up to date and appropriate.
3. Review and agree the precept for the following financial year for agreement by Holt PC and onward submission to Wiltshire Council.
4. Make recommendations for any spend outside the precept.
5. Monitor income and expenditure against precept. Prepare annual and semi-annual accounts for discussion and agreement with Holt PC.
6. Arrange annual internal audit of accounts.
7. Oversee the preparation of the annual return, for submission to external auditors by the required deadline.
8. Monitor and apply amendments to the clerk's pay in line with WALC guidelines.
9. Prepare articles for publication in the village magazine and website to keep parishioners informed about parish finances.