

Forward Plan 2023/24

To ensure continued effective management of the Finance & Establishment Committee, this Forward Plan creates a formal structure for consideration of matters under the control and jurisdiction of the Finance and Establishment Committee.

Month	Focus
September 2023	<ul style="list-style-type: none"> a) Establishment of Budget Working Group (Full Council) b) TIC Quarterly update report (period June-August 2023) c) TIC Annual update report with review of business plan
October 2023	Review of internal auditor's 6 monthly report
November 2023	Review of 1 st draft budget for 2024/25
December 2023	<ul style="list-style-type: none"> a) Review of proposed budget for 2024/25 and recommendation of same to Full Council b) TIC Quarterly update report (period September-November 2023)
January 2024	Review of the Town Council's grant process, acknowledging a policy change in July 2022
February 2024	TBD
March 2024	<ul style="list-style-type: none"> a) Review of internal controls, policies and risk assessments for prudent financial management for 2024/25 b) Appointment of internal auditor for 2024/25
April 2024	Reconciliation of year end documents and review of carry forwards for y/e 2023/24
May 2024	Review of AGAR annual return for y/e 2023/24