

# **BOUGHTON UNDER BLEAN PARISH COUNCIL**

## **Finance Committee** **Terms of Reference**

Adopted: 14th June 2017

Last reviewed: June 2023

Next review: June 2024



---

### **Terms of the Committee**

1. The Committee shall have a minimum of 3 members.
2. The committee will hold at least one meeting each year.
3. To be responsible for preparing the annual budget and calculating the precept required.
4. To present the budget proposal and precept to the Council.
5. To review the performance of expenditure against the budget halfway through the financial year.
6. No expenditure shall be made without prior approval of the Council.
7. All Finance Committee meetings shall be minuted and subsequently approved at the next meeting of the Council.