

**Finance Committee 2004/2005**  
**Meeting to be held in the Board Room**  
**On Wednesday, 12th January 2005, at 2.30 p.m**

**A G E N D A**

**Apologies**

**Minutes of meeting of 1st December 2004**

Enclosure

**Matters arising from the Minutes**

**Section A – Policy/Implementation**

**No Section A Agenda items**

**Any Other Business**

**Section B – Implementation Decisions/Review**

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|------------|--|--|
| <b>B1.</b> | <b>Quarterly Accounts to 30 September 2004</b><br>Subsidiary Activities<br>New Research Accounts<br>Research Account Balances  | Already circulated<br>Already circulated<br>Already circulated |
| <b>B2.</b> | <b>Control Exception Report</b><br>Memorandum from Procurement and Payments Manager  | Already circulated   |
| <b>B3.</b> | <b>Annual Financial Statements for year ended 30.09.2004</b><br>Supplementary volume of Additional Financial Information for year<br>ended 30.09.2004<br>Proposed letter of Representation to KPMG<br>Management Letter to College Secretary from KPMG | Enclosure<br>Enclosure<br>Enclosure                            |
| <b>B4.</b> | <b>Annual Analysis of Recurrent Expenditure and Research Accounts<br/>for year ended 30.9.2004</b>   | Enclosure  |
| <b>B5.</b> | <b>Statistics on Research Accounts</b><br>The Research Accounting Manager will attend for this item<br>Memorandum from Research Accounting Manager dated 6.12.2004   | Enclosure  |
| <b>B6.</b> | <b>Ghala Limited</b><br>Financial Statements for the year ended 30 September 2004  | Enclosure  |
| <b>B7.</b> | <b>Financing for Photocopiers</b><br>Memorandum from Procurement & Payments Manager dated 12.12.2004   | Enclosure  |
| <b>B8.</b> | <b>Postgraduate Awards/Scholarships</b><br>Memorandum from Dean of Graduate Studies dated 21.12.2004   | Enclosure  |

## Section C – Items for Noting

Committee Members are requested to inform the Treasurer by 5.00 p.m. on the day prior the meeting if they wish discussion on any of the following. If not, the Chairperson will propose that they be noted and, where appropriate, that action proposed or reported be approved as presented.

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|--|-------------------------------------|
| <b>C1. Procurement Annual Report</b>   | Already circulated                  |
| <b>C2. Travel and Subsistence Rates for Ireland and Abroad 2004</b><br>Memorandum from Deputy Treasurer dated 4.01.2005  | Enclosure                           |
| <b>C3. Prompt Payment of Accounts Act, 1997 (2003/2004)</b><br>Report from KPMG dated 13.12.2004   | Enclosure                           |
| <b>C4. Annual Report</b><br>Catering Management Committee 2003/2004 Report   | Enclosure                           |
| The Business and Industry Committee 2003/2004 Report is not yet available arising from resourcing issues.  |                                     |
| <b>C5. Minutes</b><br>Investment Committee Meeting of 18 November 2004<br>Catering Management Committee Meeting of 6 December 2004<br>Residences Committee Meeting of 29 November 2004   | Enclosure<br>Enclosure<br>Enclosure |
| <b>C6. Self-Financing Courses</b><br>(i) M.Phil in Modern Irish History<br>Memorandum from Ms A. Moore dated 22 December.2004<br>(ii) M.Sc. in Mechanical Engineering (Erasmus Mundus)<br>Memorandum from Ms A. Moore dated 22 December.2004 | Enclosure<br>Enclosure              |
| <b>C7. PRTL: Cycle 1 Inflation</b><br>HEA letter dated 23 December 2004  | Enclosure                           |

## COMMITTEE MEMBERSHIP

### *Members*

Provost, (*Chair*)

Treasurer, (*Secretary*)

Bursar

Registrar

Prof. D. Weaire

Dr L. Doyle

President Students Union

Dean of Arts (Letters) (2004/2005)

Senior Lecturer

Secretary or nominee

Deputy Treasurer, *in attendance*

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