

**HENFIELD PARISH COUNCIL**  
**FINANCE, RISK & CHANGE GOVERNANCE COMMITTEE**

Notice of a meeting of the **Finance Risk & Change Governance Committee** to be held on  
**Wednesday 19<sup>th</sup> February 2025 at 10:30am** in the Committee Room at The Henfield Hall.

**A G E N D A**

1. **DECLARATION OF MEMBERS' INTERESTS**
2. **APOLOGIES**
3. **APPROVAL OF THE MINUTES OF THE MEETING HELD ON 15<sup>th</sup> JANUARY 2025**
4. **MATTERS ARISING**
  - a) Cemetery Lighting - Update.
  - b) Works Officer Storage.
5. **OPEN FORUM**
6. **CHAIRMAN'S ANNOUNCEMENTS**
  - a) Website Issues.
7. **CONSIDER THE DRAFT OUTSIDE BODY REPRESENTATIVES DOCUMENT**
8. **CONSIDER SUGGESTION BOXES**
9. **CONSIDER POTENTIAL FUNDING FOR THE ELECTRIC CAR CLUB & MINIBUS AVAILABILITY FOR LOCAL ORGANISATIONS**
10. **CONSIDER AN INFRASTRUCTURE DELIVERY PLAN APPLICATION FROM THE HENFIELD LEISURE CENTRE**
11. **CONSIDER WHETHER THE HENFIELD HISTORY GROUP CAN USE THE HENFIELD PARISH COUNCIL LOGO WITHIN ITS OWN LOGO**
12. **CONSIDER THE PROPOSALS FOR THE MANOR WAY & WANTLEY VERGES**
13. **REVIEW THE LATEST COUNCIL DRAFT TERMS OF REFERENCE**
14. **THE 2025 ANNUAL PARISH MEETING ON TUESDAY 4<sup>th</sup> MARCH**
15. **MOTION: TO APPROVE UP TO £15K TO PURCHASE AN ELECTRIC COUNCIL VAN**
16. **MOTION: TO APPROVE THE AUDIT OF THE PARISH COUNCIL HEALTH & SAFETY REGISTER AND BUSINESS CONTINUITY REGISTER**
17. **FINANCE**
  - a) Confirmation of Reconciliation of Bank Accounts (January).
  - b) Internal Controls (To Include Audit Check of Expenditure) – (January).
18. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**
19. **DATE OF NEXT MEETING** – 19<sup>th</sup> March 2025.

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Clerk to Henfield Parish Council