

HENFIELD PARISH COUNCIL - FINANCE RISK & CHANGE GOVERNANCE COMMITTEE

Notice of a meeting of the **Finance Risk & Change Governance Committee** to be held on **Wednesday 17th September 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 MEETINGS HELD ON 18th JUNE and 2nd SEPTEMBER 2025**
4. **MATTERS ARISING**
OPEN FORUM
5. **CHAIRMAN'S ANNOUNCEMENTS**
6. **MOTION: TO CONSIDER USING UP TO £5K OF RESERVES TOWARDS A REPLACEMENT ELECTRIC VAN**
7. **MOTION: TO CONSIDER USING UP TO £2K OF RESERVES TOWARDS AN ELECTRIC VAN CHARGER BY THE STORAGE BUILDING AT THE REAR OF THE HENFIELD HALL**
8. **MOTION: TO CONSIDER AN INSURANCE RENEWAL QUOTATION FROM CLEAR COUNCILS/ECCLESIASTICAL OF £2,831.51 FOR A THREE-YEAR FIXED RATE**
9. **MOTION: TO CONSIDER FUNDING FOR TWO STORAGE CONTAINERS FOR THE WORKS OFFICERS**
10. **UPDATE ON THE RECRUITMENT OF A PARISH OFFICE ADMINISTRATOR**
11. **TO DISCUSS A QUOTATION RECEIVED FOR A REPLACEMENT PARISH OFFICE AND MUSEUM INTRUDER ALARM**
12. **CONSIDER THE IMPLICATIONS OF MARTYN'S LAW**
13. **UPDATE ON THE CONDITION OF THE LEISURE CENTRE ROOF**
14. **FINANCE**
 - a) Confirmation of Reconciliation of Bank Accounts (June, July & August).
 - b) Internal Controls (To Include Audit Check of Expenditure) – (June, July & August).
15. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**
16. **DATE OF NEXT MEETING** – 15th October 2025.



Clerk to Henfield Parish Council

Published Thursday 11th September 2025.