

HENFIELD PARISH COUNCIL - FINANCE RISK & CHANGE GOVERNANCE COMMITTEE

Notice of a meeting of the **Finance Risk & Change Governance Committee** to be held on **Wednesday 19th November 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 15th OCTOBER 2025**
4. **MATTERS ARISING**

a) Update on the Review of Parish Council Human Resources Documentation.

OPEN FORUM

5. **CHAIRMAN'S ANNOUNCEMENTS**
6. **MOTION: TO CONSIDER THE TRANSFER OF THE YOUTH CLUB FROM TWO INDIVIDUALS TO THE HENFIELD YOUTH CLUB CHARITABLE INCORPORATED ORGANISATION**
7. **MOTION: TO AGREE IN PRINCIPLE TO THE OFFER FROM WELBECK TO CONTRUCT A PUMP TRACK AT THE PARSONAGE FARM DEVELOPMENT AND PROVIDE AN APPROPRIATE MAINTENANCE CONTRIBUTION**
8. **CONSIDER PAYMENTS TO THE HENFIELD CLUB AND ST PETER'S CHURCH**
9. **CONSIDER FUTURE EXPENDITURE FROM THE KINGS FIELD TRUST**
10. **CONSIDER THE DRAFT 2026/27 BUDGETS, PRECEPT, PROVISIONS AND RESERVES**
11. **DISCUSS A POTENTIAL THEME FOR 2026 IN HENFIELD**
12. **UPDATE ON THE RECRUITMENT OF A PARISH OFFICE ADMINISTRATOR**
13. **FINANCE**
 - a) Confirmation of Reconciliation of Bank Accounts (October).
 - b) Internal Controls (To Include Audit Check of Expenditure) – (October).
 - c) Consider the Quotation for this Year's Cyber and Technology policy - £414.00.
14. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**
15. **DATE OF NEXT MEETING** – 17th December 2025.



Clerk to Henfield Parish Council

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