

## **HENFIELD PARISH COUNCIL - FINANCE RISK & CHANGE GOVERNANCE COMMITTEE**

Notice of a meeting of the **Finance Risk & Change Governance Committee** to be held on **Wednesday 15<sup>th</sup> April 2026 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 18<sup>th</sup> MARCH 2026**
4. **MATTERS ARISING**
  - a) Update on the Review of Parish Council Human Resources Documentation.
5. **OPEN FORUM**
6. **CHAIRMAN'S ANNOUNCEMENTS**
7. **RECEIVE AN UPDATE ON A NEW PARISH COUNCIL WEBSITE**
8. **MOTION: REVIEW THE HEALTH & SAFETY RISK REGISTER**
9. **MOTION: REVIEW THE BUSINESS CONTINUITY RISK REGISTER**
10. **MOTION: REVIEW AN APPLICATION FOR THE FINAL FUNDING FOR THE HENFIELD SCOUT COMMUNITY CENTRE**
11. **MOTION: REVIEW AN APPLICATION FOR FUNDING FOR THE LEISURE CENTRE ROOF**
12. **REVIEW THE PARISH COUNCIL STANDING ORDERS**
13. **REVIEW THE PARISH COUNCIL FINANCIAL REGULATIONS**
14. **REVIEW THE GUIDELINES FOR ASSESSING REQUESTS FOR DONATIONS**
15. **CONSIDER A RESPONSE TO THE COMMUNITY GOVERNANCE REVIEW**
16. **FINANCE**
  - a) Confirmation of Reconciliation of Bank Accounts (March).
  - b) Internal Controls (To Include Audit Check of Expenditure) – (No April Parish Council Meeting).
17. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**

*To resolve, under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders s.3 (d) to exclude the press and public on the grounds that the confidential matters to be discussed under item 17 below would be prejudicial in the public interest.*
18. **REVIEW OF THE OPERATION MANAGER'S JOB TITLE**
19. **DATE OF NEXT MEETING** – 20<sup>th</sup> May 2026.



Clerk to Henfield Parish Council