

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

Notice of a meeting of the **Finance Risk & Change Governance Committee** to be held on **Wednesday 20<sup>th</sup> May 2026 at 10:30am** in the Committee Room at The Henfield Hall.

### **A G E N D A**

1. **APPOINTMENT OF CHAIRMAN FOR THE FORTHCOMING YEAR**
2. **APPOINTMENT OF VICE CHAIRMAN FOR THE FORTHCOMING YEAR**
3. **DECLARATION OF MEMBERS' INTERESTS**
4. **APOLOGIES**
5. **APPROVAL OF THE MINUTES OF THE MEETING HELD ON 15<sup>th</sup> APRIL 2026**
6. **MATTERS ARISING**
  - a) Update on the Review of Parish Council Human Resources Documentation.
  - b) Update on the Community Governance Review.

### **OPEN FORUM**

7. **CHAIRMAN'S ANNOUNCEMENTS**
8. **RECEIVE AN UPDATE ON A NEW PARISH COUNCIL WEBSITE**
9. **APPROVE AN INCREASE IN THE QUARTERLY MEMBERS' ALLOWANCES**
10. **MOTION: TO CONSIDER THE REQUEST TO RELEASE THE FINAL £10K FOR THE HENFIELD SCOUT COMMUNITY CENTRE**
11. **CONSIDER FOUR DONATION APPLICATIONS FROM LOCAL ORGANISATIONS**
12. **CONSIDER THE HENFIELD PARISH COUNCIL ACTION PLAN**
13. **APPROVE THE NEW LEASE FOR THE VILLAGE SQUARE**
14. **APPROVE THE JOB DESCRIPTION FOR THE DEPUTY CLERK**
15. **FINANCE**
  - a) Confirmation of Reconciliation of Bank Accounts (April).
  - b) Internal Controls (To Include Audit Check of Expenditure) – (March and April).
16. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**
17. **DATE OF NEXT MEETING** – 17<sup>th</sup> June 2026.



Clerk to Henfield Parish Council