

HENFIELD PARISH COUNCIL - FINANCE RISK & CHANGE GOVERNANCE COMMITTEE

Notice of a meeting of the **Finance Risk & Change Governance Committee** to be held on **Tuesday 16th June 2020** at **2:30 pm** via Zoom Conferencing.

A G E N D A

1. **DECLARATION OF MEMBERS' INTERESTS**
2. **APOLOGIES**
3. **APPROVAL OF MINUTES OF MEETING HELD ON 30th APRIL 2020**
4. **MATTERS ARISING**
 - a) Staff Payments

OPEN FORUM

5. **CHAIRMAN'S ANNOUNCEMENTS**
 - a) Local Climate & Environment Action Plan and Local Climate & Biodiversity Action Plan
6. **COUNCIL COMMITTEES – KEY ISSUES**
7. **REVIEW OF COUNCIL DOCUMENTS**
 - a) Standing Orders
 - b) Code of Conduct
 - c) Disciplinary Policy
8. **AGREE TERMS OF REFERENCE**
 - a) Personnel Sub-Committee & Member/Officer Relations
 - b) Recreation & Open Spaces Committee
 - c) Village Amenities Committee
9. **HEALTH AND SAFETY AND BUSINESS CONTINUITY RISK REGISTERS – REVIEW OF ANY CURRENT ISSUES**
10. **RETURN TO NORMAL FRAMEWORK**
11. **INFRASTRUCTURE DELIVERY PLAN AND SUSTAINABILITY REVIEW**

To resolve, under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders s.1(d) to exclude the press and public on the grounds that the confidential matters to be discussed under item 12 below would be prejudicial in the public interest.
12. **GRIEVANCE PROCESS CONSIDERATIONS**
13. **FINANCE**
 - a) Confirmation of Reconciliation of Bank Accounts (May)
 - b) Internal Controls (To Include Audit Check of Expenditure) – AIRS Consultant (£450.00)
 - c) Progress Report 2020/21
 - d) Fidelity Insurance Increase
 - e) Approve The Henfield Hall Rent Review
 - f) Approve an Expenditure Limit for the Clerk
14. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**
15. **DATE OF NEXT MEETING** - Tuesday 21st July 2020.

Published 11th June 2020

To obtain details of the Zoom conferencing, please contact the Parish Office on office@henfield.gov.uk