

HENFIELD PARISH COUNCIL - FINANCE RISK & CHANGE GOVERNANCE COMMITTEE

Notice of a meeting of the **Finance Risk & Change Governance Committee** to be held on **Tuesday 21st July 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 16th JUNE 2020**
4. **MATTERS ARISING**
 - a) Cemetery Fees
 - b) Members of the Public Attending Horsham District Council Meetings
 - c) Disciplinary Policy
 - d) Personnel Group
 - e) Infrastructure Delivery Plan
 - f) Fidelity Insurance
 - g) Amend Financial Regulations

OPEN FORUM

5. **CHAIRMAN'S ANNOUNCEMENTS**
6. **COUNCIL COMMITTEES – KEY ISSUES**
7. **AGREE FINANCE RISK & CHANGE GOVERNANCE COMMITTEE TERMS OF REFERENCE**
8. **AGREE PERSONNEL POLICY**
9. **HEALTH AND SAFETY AND BUSINESS CONTINUITY RISK REGISTERS – REVIEW OF ANY CURRENT ISSUES**
10. **RETURN TO NORMAL FRAMEWORK – PROGRESS UPDATE**
11. **LOCAL CLIMATE & ENVIRONMENT ACTION PLAN AND LOCAL CLIMATE & BIODIVERSITY ACTION PLAN**

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. **PARISH OFFICE WORKLOAD**
13. **FINANCE**
 - a) Confirmation of Reconciliation of Bank Accounts (June)
 - b) Progress Report 2020/21
 - c) Cemetery Path Expenditure.
 - d) The Henfield Hall Maintenance Expenditure 2020/21
 - e) IDP & Community Buildings
14. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**
15. **DATE OF NEXT MEETING** - Tuesday 15th September 2020.

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