

HENFIELD PARISH COUNCIL - FINANCE RISK & CHANGE GOVERNANCE COMMITTEE

You are summoned to a meeting of the **Finance Risk & Change Governance Committee** to be held on **Tuesday 21st January 2020 at 7:00 pm** at the Parish Office in the Henfield Hall.

A G E N D A

1. **DECLARATION OF MEMBERS' INTERESTS**
2. **APOLOGIES**
3. **APPROVAL OF MINUTES OF MEETING HELD ON 17th DECEMBER 2019**
4. **MATTERS ARISING**
 - a) Additional Staffing and Pensions
 - b) S106 funding update

OPEN FORUM

5. **CHAIRMAN'S ANNOUNCEMENTS**
 - a) Update on the New Parish Council website
 - b) Change of The Henfield Hall post code
6. **COUNCIL COMMITTEES – KEY ISSUES**
7. **ANNUAL PARISH MEETING – TUESDAY 3RD MARCH**
8. **HEALTH AND SAFETY AND BUSINESS CONTINUITY RISK REGISTERS – REVIEW OF ANY CURRENT ISSUES**
9. **HENFIELD PARISH COUNCIL COMMUNICATIONS PLAN**
10. **FINANCE**
 - a) Confirmation of Reconciliation of Bank Accounts (December)
 - b) Internal Controls (To Include Audit Check of Expenditure) – EDF Energy – Rothery Electric (£77.16)
 - c) Progress Report 2019/20
 - d) Thesis Asset Management – Kings Field Charity Quarterly Payment
11. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**
12. **DATE OF NEXT MEETING** - Tuesday 18th February 2020.



Clerk to Henfield Parish Council