

## **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 17<sup>th</sup> December 2019 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 19<sup>th</sup> NOVEMBER 2019**
  4. **MATTERS ARISING**  
**OPEN FORUM**
  5. **CHAIRMAN'S ANNOUNCEMENTS**
  6. **APPROVAL OF 2020/21 BUDGETS FOR SUBMISSION TO FULL COUNCIL**
  7. **APPROVAL OF 2020/21 PRECEPT FOR SUBMISSION TO FULL COUNCIL**
  8. **COUNCIL COMMITTEES – KEY ISSUES**
    - a) To Consider the Allocation of £45,843.86 and £1,953.00 S106 Funding
  9. **YEAR OF GREEN ACTION**
    - a) Monitoring the Parish Climate and Environment Action Plan - March 2019 to April 2020  
- Cllr Perry to Report
  10. **HEALTH AND SAFETY AND BUSINESS CONTINUITY RISK REGISTERS – REVIEW OF ANY CURRENT ISSUES**
- 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 11 (A and B) below would be prejudicial in the public interest.*
11. **STAFFING**
    - a) Update on Additional Staffing
    - b) Update on Staff Benefit Proposals
  12. **FINANCE**
    - a) Confirmation of Reconciliation of Bank Accounts (November)
    - b) Internal Controls (To Include Audit Check of Expenditure) – Stackhouse Poland (£493.92)
    - c) Progress Report 2019/20
    - d) Consider Additional Provision to Reserves for the Henfield Museum
    - e) Return of Summer Fair Funds from the Henfield Community Partnership
    - f) High Street Litter Warden – Weekend Hourly Rate
  13. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**
  14. **DATE OF NEXT MEETING** - Tuesday 21<sup>st</sup> January 2020.



Clerk to Henfield Parish Council