

HENFIELD PARISH COUNCIL - FINANCE RISK & CHANGE GOVERNANCE COMMITTEE

Notice of a meeting of the **Finance Risk & Change Governance Committee** to be held on **Tuesday 27th April 2021** at **6:00 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 MARCH 2021**

4. **MATTERS ARISING**

- a) Personnel Documents - Update
- b) Change to the Sanlam Investment Mandate

OPEN FORUM

5. **CHAIRMAN'S ANNOUNCEMENTS**

- a) Community Resilience Plan
- b) Parish Council Business Plan

6. **COMMITTEE STRUCTURES AND FREQUENCY**

7. **FINANCE**

- a) Confirmation of Reconciliation of Bank Accounts (March).
- b) Internal Controls (To Include Audit Check of Expenditure) – Stonepit Nurseries (£945.00).
- c) Year End Reports 2020/21.
- d) WSALC and NALC Annual Subscriptions

8. **PERSONNEL MATTERS**

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 would be prejudicial in the public interest. Members agreed to close the meeting to the public.

- a) Annual Performance Review for the Clerk.

9. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**

10. **DATE OF NEXT MEETING** - Tuesday 18th May 2021.

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