

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 September 2021** at **6:00pm** 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 15th JUNE 2021**
4. **MATTERS ARISING**
OPEN FORUM
5. **CHAIRMAN'S ANNOUNCEMENTS**
6. **TO REVIEW THE REQUEST FROM THE HENFIELD HAVEN CONCERNING THE BALANCE OF THE HENFIELD HELPLINE FUNDS**
7. **MOTION: TO APPROVE THE HENFIELD PARISH COUNCIL COMMUNITY RESILIENCE FRAMEWORK**
8. **TO REVIEW THE AMENDED INTERNAL CONTROLS AND SUBMIT TO THE OCTOBER PARISH COUNCIL MEETING FOR APPROVAL**
9. **TO REVIEW THE CARBON REDUCTION PLAN AND SUBMIT TO THE OCTOBER PARISH COUNCIL MEETING FOR APPROVAL**
10. **TO APPROVE AN ANNUAL SUBSCRIPTION TO THE OPEN SPACES SOCIETY**
11. **TO APPROVE THE AMENDMENTS TO THE INFRASTRUCTURE DELIVERY PLAN**
12. **FINANCE**
 - a) Confirmation of Reconciliation of Bank Accounts (June, July & August)
 - b) Internal Controls (To Include Audit Check of Expenditure) – Agrifactors (Southern) Ltd – Native Seed (£130.00), WSCC Street Lighting Maintenance & Power (£3,786.65), May Hall Bookings (£71.00), Mulberry & Co – Training (£70.00) & Online Playgrounds – Centre Crutch Support (£36.83)
 - c) To Consider the Insurance Quotations provided by Came & Company and Select the Preferred Option
 - d) To Approve the Use of Museum Reserves to Help Fund the Museum Scanning Project
 - e) To Approve the Use of Henfield Trails' Reserves to Fund the Three Parish Trail Leaflet
13. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**
14. **DATE OF NEXT MEETING** - Tuesday 19th October 2021.

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