

HENFIELD PARISH COUNCIL - FINANCE RISK & CHANGE GOVERNANCE COMMITTEE

Notice of a meeting of the **Finance Risk & Change Governance Committee** to be held on **Tuesday 15th February 2022 at 7:00pm** in the Garden Room.

A G E N D A

1. **DECLARATION OF MEMBERS' INTERESTS**
2. **APOLOGIES**
3. **APPROVAL OF MINUTES OF THE MEETING HELD ON 19th JANUARY 2022**
4. **MATTERS ARISING**
 - a) The Future of the Community Bus
 - b) Approve a Retirement Contribution for the Retiring Works Officer
 - c) Installation of the New Electricity Outlet in Coopers Way Car Park
- OPEN FORUM**
5. **CHAIRMAN'S ANNOUNCEMENTS**
6. **REVIEW AND RECOMMEND THE PARISH COUNCIL BUSINESS PLAN TO FULL COUNCIL**
7. **WORKS OFFICER RECRUITMENT AND PENSION ENTITLEMENT**
8. **MOTION: TO APPROVE THE AUDITS OF THE PARISH COUNCIL HEALTH & SAFETY REGISTER AND BUSINESS CONTINUITY REGISTER**
9. **FINANCE**
 - a) Confirmation of Reconciliation of Bank Accounts (January)
 - b) Internal Controls (To Include Audit Check of Expenditure) - Community Transport Sussex Minibus – £1,000.00 (January)
 - c) To Note the Overspend Against the 'Computer Cost' Budget and Allow the Use of General Reserves
 - d) To consider the use of General Reserves to Fund the Resurfacing of Footpaths in the Cemetery
10. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**
11. **DATE OF NEXT MEETING** - Tuesday 15th March 2022.

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