

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 March 2022 at 7:00pm** in the Garden Room at The Henfield Hall.

A G E N D A

1. **DECLARATION OF MEMBERS' INTERESTS**

2. **APOLOGIES**

3. **APPROVAL OF MINUTES OF THE MEETING HELD ON 15th FEBRUARY 2022**

4. **MATTERS ARISING**

- a) Works Officer Appointment

OPEN FORUM

5. **CHAIRMAN'S ANNOUNCEMENTS**

- a) The Way Forward For The Business Plan

6. **REVIEW HENFIELD PARISH COUNCIL'S COMPLAINTS PROCEDURE**

7. **SUCCESSION PLANNING FOR COUNCILLORS**

8. **FINANCE**

- a) Confirmation of Reconciliation of Bank Accounts (February)
b) Internal Controls (To Include Audit Check of Expenditure) – W C Hire Ltd – £221.44 (February)
c) Approve increase in use of Museum reserves for digitisation project

Under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders 3 (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 to agree to close the meeting to the public.

9. **PARISH OFFICE STAFF PERFORMANCE REVIEWS**

10. **CLERK PERFORMANCE REVIEW**

11. **ANNUAL REVIEW OF SALARIES OF COUNCIL STAFF**

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

13. **DATE OF NEXT MEETING** - Tuesday 19th April 2022.

Published Thursday 10th March 2022.