

HENFIELD PARISH COUNCIL - FINANCE RISK & CHANGE GOVERNANCE COMMITTEE

Notice of a meeting of the **Finance Risk & Change Governance Committee** to be held on **Tuesday 24th September 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 16th JULY 2019**

4. **MATTERS ARISING**

- a) The New Parish Council Website
- b) Review of Bank Mandate - Update

OPEN FORUM

5. **CHAIRMAN'S ANNOUNCEMENTS**

6. **COUNCIL COMMITTEES – KEY ISSUES**

7. **GOVERNANCE STRATEGY REVIEW**

- a) Village Centre and Open Spaces Committee Meeting Dates

8. **MOTION: TO APPROVE THE LEASE FOR THE NEW STORAGE UNIT AND AGREE THE FUNDING**

9. **HEALTH AND SAFETY POLICY AND RISK REGISTERS – REVIEW OF ANY CURRENT ISSUES**

10. **SKILLS AND EXPERIENCE REGISTER**

11. **FINANCE**

- a) Confirmation of Reconciliation of Bank Accounts (July/August)
- b) Internal Controls (To Include Audit Check of Expenditure) – Stonepit Nurseries (£2,150.00) & Grasstex Ltd (£480.00)
- c) Progress Report 2019/20
- d) External Audit 2018/19 – Update
- e) Henfield Parish Council Insurance Premium
- f) Infrastructure Delivery Plan
- g) Approve Additional Neighbourhood Plan Funding From Reserves

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

13. **DATE OF NEXT MEETING** - Tuesday 15th October 2019.