

## **HENFIELD PARISH COUNCIL - FINANCE RISK & CHANGE GOVERNANCE COMMITTEE**

Notice of a meeting of the **Finance Risk & Change Governance Committee** to be held on **Tuesday 16<sup>th</sup> July 2019 at 7:00 pm** at the Parish Office in the Henfield Hall.

### **A G E N D A**

1. **ELECTION OF VICE CHAIRMAN FOR THE FORTHCOMING YEAR**
2. **DECLARATION OF MEMBERS' INTERESTS**
3. **APOLOGIES**
4. **APPROVAL OF MINUTES OF MEETING HELD ON 21<sup>st</sup> MAY 2019**

5. **MATTERS ARISING**

- a) Parish Clerk Computer
- b) Review of Bank Mandate

### **OPEN FORUM**

6. **CHAIRMAN'S ANNOUNCEMENTS**
7. **COUNCIL COMMITTEES – KEY ISSUES**
8. **APPROVE PAY & REMUNERATION RECOMMENDATIONS**
9. **APPROVE RECOMMENDATIONS FOR NEW WEBSITE**
10. **APPROVE THE SKILLS REGISTER**
11. **HEALTH AND SAFETY POLICY AND RISK REGISTERS – REVIEW OF ANY CURRENT ISSUES**

12. **FINANCE**

- a) Confirmation of Reconciliation of Bank Accounts (May/June)
- b) Internal Controls (To Include Audit Check of Expenditure) – Honda Izzy Mower (£587.21) & ACT Pest Control (£1,080.00)
- c) Progress Report 2019/20
- d) External Audit 2018/19 – Update
- e) The Henfield Hall Rent Review

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

14. **DATE OF NEXT MEETING** - Tuesday 17<sup>th</sup> September 2019