

HARTLEBURY PARISH COUNCIL

Clerk to the Council -

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Finance Committee Meeting “Virtual” to be held Wednesday 15th April 2020 commencing at 7.00pm. This is an urgent meeting due to COVID -19 to ensure council functionality.

AGENDA

Please note that photographing, recording, broadcasting or transmitting the proceedings of this meeting is permitted in compliance with the Openness of Local Government Bodies Regulations 2014. Those who attend should expect that they may be filmed, recorded, photographed or otherwise reported about.

1. Appointment of Chair.
2. Apologies.
To receive apologies and to approve reasons for absence.
3. Declarations of Interest.
Councillors are reminded:-
 - a) Of the need to update their register of Interests form.
 - b) To declare any Disclosable Pecuniary Interests (DPI) in agenda items and their nature.
 - c) To declare any Other Disclosable Interests (ODI) in items on the agenda and their nature.Councillors, who have declared a DPI or an ODI which falls within the terms of paragraphs 9 and 11 of the Code of Conduct, must leave the “virtual” meeting room for the relevant items unless granted a dispensation.
4. Dispensations.
To consider any written requests from Parish Councillors. Written requests for the Council to grant a dispensation (as required via Localism Act 2011 s33) are to be emailed and not handed to the Clerk at start of the meeting.
5. To agree to amend Terms of Reference , Point 2 Members .Remove Cllr Humphrey, add Cllrs C Atkinson, T Ingham
6. Clerks Salary standing order – to ensure cancellation.
7. From HPC Meeting 3rd March 2020, agenda items moved to the Finance Committee to review
 - a) From Pubic Question Time (ref 4) Could the Audit Fee from PKF Littlejohn please be discussed
 - b) To review the “List of Payments for approval Feb 2020 (item 7 ref 1)
 - c) To review 2019/20 Budget V Actual , (item 7 ref 2)
 - d) To review the Community Project (item 7 ref 3)
 - e) Re-appointment of the Internal Auditor (item 10) to now take into account their resignation letter and review their last internal audit.
8. Review External Auditors Report from PKF Littlejohn 2018/19
9. Allotments , how does this all work,
10. Parish Magazine.
11. Review Budget 2020/21
12. To review timing of future Finance Committee Meetings
13. Items for future agendas.
14. Date of next meeting.

Hartlebury Parish Council Finance Committee.