

EAST HOATHLY with HALLAND PARISH COUNCIL

Members of East Hoathly with Halland Parish Council Finance and General Purpose committee are summoned to attend a meeting to be held at The Forge, Halland on **Monday 3rd of June, 2019 at 7pm.**

Signed *Malcolm Ramsden*
22nd May, 2019

AGENDA

1. PUBLIC PARTICIPATION

Members of the public are welcome and encouraged to attend. The first fifteen minutes of the meeting will be available for the public to express a view or ask a question on relevant matters on the agenda. The public and press are also welcome to stay and observe the rest of the meeting.

2. ADMINISTRATION

To consider exclusion of members of the press and public within the terms of the Public Bodies (Admission to Meetings) Act 1960 regarding specific agenda items.

3. DECLARATIONS OF INTEREST

Members are invited to make any declaration of personal or prejudicial interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is to be considered.

4. APOLOGIES – to receive apologies for absence

5. MINUTES

- 5.1 To resolve that the minutes of the Finance and General Purpose Meeting held on Tuesday 5th February, 2019 be taken as read, confirmed as a correct record and signed by the Chairman
- 5.2 Matters outstanding from minutes (not listed as separate agenda items)
 - 5.2.1 Adoption of NALC standard model of Financial Regulations
 - 5.2.2 Recommendations to Full Council regarding Village Hall insurance

6. GENERAL PURPOSE

- 6.1 To agree to limits of delegation to this committee for proposal to Full Council
- 6.2 To consider proposing to Full Council that the Reserves Policy and Grant Application Form be included within the Financial Regulations document
- 6.3 To review job descriptions for staff (Risk assessment sect.9)
- 6.4 To consider inclusion on website of 'Proposed Projects' to include brief description and lead Councillor/s
- 6.5 To consider actions regarding SCOPE who are looking for new locations for Textile Banks.

7. WAR MEMORIAL SPORTS GROUND TRUST (COUNCIL AS TRUSTEE)

- 7.1 To propose approval to/by Full Council to increase the amount approved from £2,300.00 to £2,505.62 for improvements to the pavilion ladies toilets originally the subject of Resolution No.0142

8. FINANCE

- 8.1 Internal Audit: To note Internal Auditor's recommendations for proposal to Full Council
- 8.2 Annual Audit: To review annual governance statement for proposal to Full Council
- 8.3 Annual Audit: To review annual accounting statement for proposal to Full Council
- 8.4 To note payments/receipts against budget
- 8.5 To note bank account reconciliation
- 8.6 To propose approval to/by Full Council for expenditure of up to £1,000 to appoint a commercial surveyor to value both the Village Hall and Pavilion
- 8.7 To review for consideration by Full Council which additional payments may be made via. internet banking
- 8.8 Member audit

9. ITEMS FOR REFERRAL TO NEXT AGENDA OR APPROPRIATE COMMITTEE

10. DATE OF NEXT MEETING

- 10.1 To note that the next meeting of the Full Council will be held at The Forge, Halland on Monday, 24th June, 2019 at 7pm