



NOTICE OF PARISH COUNCIL FINANCE COMMITTEE MEETING

You are hereby summoned to attend the Martham Parish Council Finance Committee Meeting to be held at the Community Centre on:

Wednesday 12 December 2018 at 7.30pm

Members of the press and public are invited to attend

Members of the Finance Committee are: Cllrs Bradford, Gates, Huke, Lawrence and Starkings (Chair).

AGENDA

1. ATTENDANCE

To note those present and consider apologies for absence.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests form. You must declare the interest and leave the room whilst the matter is under discussion.

You have a Personal Interest in a matter to be discussed if it affects:

- Your wellbeing or financial position
- That of your family or close friends
- That of a club or society in which you have a management role

In these instances members must declare a personal interest but can speak and vote on the matter. Whenever you declare an interest you must say why the interest arises so that it may be included in the minutes.

3. MINUTES OF PREVIOUS MEETING

To confirm the accuracy of the minutes of the Parish Council Finance Committee meeting held on 6th December 2017.

4. RECYCLING

To discuss Textile Recycling Provider.

5. GRANTS

To consider applications received.

6. MAINTENANCE SCHEDULE.

To review.

7. ASSETT REGISTER.

To review.

8. TO REVIEW COST ALLOCATIONS

9. DRAFT BUDGET 2018/19.

10. TO DETERMINE PRECEPT RECOMMENDATION.

11. POLICIES – TO REVIEW

- 11.1 Duties of Finance Officer.
- 11.2 Effectiveness of Audit Arrangements.
- 11.3 Financial Regulations.
- 11.4 Financial Risk Assessment.

- 11.5 List of Internal Controls.
- 11.6 Terms of Reference for Auditor.

12. TO RECEIVE INTERNAL AUDIT.

To consider recommendations from Internal Auditor.

13. ITEMS FOR NEXT AGENDA.

Stacey Kent

Stacey Kent
Clerk and Responsible Financial Officer
Martham Parish Council