

NOTICE OF HEMSBY PARISH COUNCIL FINANCE ADVISORY GROUP MEETING

You are hereby invited to attend the Finance Advisory Group Meeting
on: **Tuesday 8th June 2021 at 7.45pm at Carousel Amusements Cafe**

Catherine Moore

Catherine Moore
Responsible Financial Officer

Group Membership: Mark Kern, Keith Kyriacou, Scott Bensley, Angie Bennett

AGENDA

1. ELECTION OF CHAIRMAN

2. ATTENDANCE

To note those present and consider apologies for absence.

3. 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.

4. MINUTES OF PREVIOUS MEETING

To confirm the accuracy of the minutes of the Finance Committee Meeting held on **9th November 2020**.

5. REVIEW OF 2020/21 INTERNAL AUDIT REPORT

To receive the first quarter budget monitoring report.

6. REVIEW OF FINANCIAL REGULATIONS

To carry out annual review of Financial Regulations and recommend any amendments to Full Council.

7. REVIEW OF FINANCIAL RISK ASSESSMENT

To receive and review the financial risk assessment.

8. REVIEW OF ASSET REGISTER

To receive and approve the asset register.

9. PAVILION, PLAYING FIELD AND BURIAL GROUND FEES

To review the Council's hire charges

Hemsby Parish Council, Parish Office, Kingsway, Hemsby, NR29 4JT
Clerk: Mrs Kerrie Wilton Telephone: 01493 719235
Email: hemsbypc@outlook.com

10. INTERNAL AUDITOR 2021/22

To consider whether to invite quotations for internal audit for 2021/22 accounts.

11. SECURE EMAIL ADDRESSES

To consider the JPAG Practitioners Guide 2021 guidance on secure email addresses.

12. DATE OF NEXT MEETING

Late October/ early November 2021 (main business: budget setting).