

# NOTICE OF HEMSBY PARISH COUNCIL FINANCE COMMITTEE MEETING

You are hereby summoned to attend the Finance Committee Meeting  
on Tuesday 22<sup>nd</sup> November 2022 at 7.30pm  
at Pavilion, Waters Lane, Hemsby

*Kerrie Wilton*

Kerrie Wilton  
Parish Clerk

## 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 Finance Committee Meeting held on **7<sup>th</sup> June 2022**.

### 4. REVIEW DRAFT BUDGET 2023/24

To consider the draft budget for 2023/24

### 5. UPDATE ON INTERNAL AUDIT MATTERS RAISED

- i. Update Standing Orders on website with 2022 version – completed
- ii. Financial Regulations on website with 2021 version
- iii. Strategic / Forward plan
- iv. Reconciliation between Asset Register and Insurance Schedule - completed
- v. Reconciliation from 2021 to 2022 on Asset Register - completed
- vi. Review of Internal Controls – completed June 2022 meeting
- vii. Review adequacy of Fidelity Insurance - £250,000 covered

### 6. DATE OF NEXT MEETING

June 2022 (main business: review internal audit and recommend AGAR to Council).