

NOTICE OF HEMSBY PARISH COUNCIL FINANCE COMMITTEE MEETING

You are hereby summoned to attend the Virtual¹ (Zoom) Finance Committee Meeting
on: **Monday 6th July 2020 at 7.00pm**

Kerrie Wilton

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Parish Clerk

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 **4th February 2020**.

5. REVIEW OF QUARTER 1 YEAR TO DATE

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 revised asset register.

¹Members of the public wishing to observe the meeting can access it by downloading the Zoom app and joining the **meeting from 6.55pm** using the following credentials:

Meeting ID: **819 6905 7418**

Password: **409742**

9. PAVILION AND PLAYING FIELD FEES

To review the hire charges for the Pavilion and Playing Field

10. TENDERING FOR COUNCIL CONTRACTS

To consider a tendering exercise for contracts such as grass cutting, grave digging, litter picking and any other as appropriate, to be carried out as part of the 2021/22 budget setting exercise.

11. INTERNAL AUDITOR 2020/21

To consider quotes for Internal Audit for 2020/21 and recommend appointment to Full Council.

12. DATE OF NEXT MEETING

Late October/ early November 2020 (main business: budget setting).