

SLAUGHAM PARISH

FINANCE & POLICY

The Council Members are summoned to a Meeting to be held on Tuesday 10th November 2021 at 6.30pm The Sports Pavilion, High Street, Handcross

Ms Sally Mclean – Clerk to the Council Email clerk@slaughampc.co.uk Website: <http://www.slaughampc.co.uk>

Please note all COVID guidelines must be adhered to DO NOT ATTEND IF YOU FEEL UNWELL:

1. Please inform the clerk if you are going to attend. Public to sign in for track & trace.
2. Please respect others and wear a face mask until seated. Use the hand sanitisers provided.
3. Chairs will be laid out spaced apart, please do not move them. Maximum capacity is 20
4. The windows and doors will be open for ventilation so wrap up warm!

If you cannot attend and you would like to raise an issue or make a comment, please contact the clerk clerk@slaughampc.co.uk.

GDPR Notice - Please note that the Council is making audio and or video recordings of this meeting. The Council's recordings are used for administrative purposes only. By participating at the meeting, by requesting access you consent to this. If you do not agree please do not join the meeting. Please contact the Clerk for access.



Present:

- F1011/01** **Apologies for absence** -To receive and accept apologies for absence
- F1011/02** **Declarations of Interest:** To note any declarations of interest.
- F1011/03** **Minutes of the meeting of Finance & Policy Committee 10th August 2021:** To receive and adopt the minutes.
- F1011/04** **Adjournment for questions from the public:** The committee is to consider whether to adjourn the meeting in accordance with clause 1(d) of Standing Orders, in order to receive questions from members of the public.
- F1011/05** **Matters arising from the Minutes –** To note any matters arising from the minutes.
- F1011/06** **Financial Monitoring - Members to review the income and expenditure against budget 2021/22, to include reserves position.**
Ref: Detailed Income & Expenditure by Budget Heading
Ref: Income and Expenditure Account
Ref: Summary Income & Expenditure by Budget Heading
Ref: Trial Balance/Balance Sheet
Ref: Bank Reconciliation Statement/s
- F1011/07** **To approve Bank Reconciliations for September / October 2021**
- F1011/08** **Members to consider and approve additional expenditure coming forward 2021/22 – papers cc'd in advance**
F2810/08/01 - Replacement Bus Stop/s Quotes - Handcross & Pease Pottage
F2810/08/02 - Security Gate Quotes - Handcross Recreation Ground
F2810/08/06 – Neighbourhood Plan St Martin Close Professional Fees
- F1011/09** **To review S106 developer contributions – Members to review in line with F1008/08**
- F1011/10** **To review and approve the current year to date budget and expenditure for 2021-22.**
- F1011/11** **Budget Setting for 2022/23: Budget and Precept Setting Timetable:** To review the proposed timetable, principle and assumptions to commence the budget setting exercise for 1 April 2022 to 31 March 2023.
- F1011/12** **Internal Controls:** To review the new Internal Controls (Version 1) following testing and recommend it to Council for adoption.
- F1011/13** **Committee Governance and Policy Review (cc'd in advance)** Committee to consider setting an additional meeting to review governance and regulations
- Governance Accountability Review
 - Financial Regulations (see file)
 - Implementation of additional Financial Controls
- Clerk and Committee Refresher Training <https://wsalc.co.uk/training-%26-events>*
- F1011/14** **To note items arising after the preparation of this Agenda which the Chairman agrees to take as urgent. Such matters will be for noting only or deferral to a future meeting only.**
- F1011/15** **Date of Next Meeting:**