

West Haddon Parish Council

Finance & Human Resources Committee

Executive Officer: Mrs G Wells
PO Box 6583
Rugby
CV21 9QT

Notice is hereby given of a meeting of the **FINANCE COMMITTEE** that will be held on **Monday 18th November 7.30pm – 9.30pm, West Haddon Baptist Chapel Meeting Room, Guilsborough Road** where the items listed below will be discussed.

Agenda items:-

OPENING PROCEDURES.
1. Apologies.
2. Public Session. N.B No decisions can be made under this item and Standing Orders must be observed.
3. Declarations of Interest.
4. Requests for dispensations – to be received in writing by the Executive Officer of the Parish Council, prior to the meeting.
5. Minutes of the meeting 30 th September 2019.
6. Matters arising from the meeting 30 th September 2019.
BANKING, AUDIT, BUDGET & INSURANCE.
7. Bank reconciliation, financial review to date:- <ul style="list-style-type: none">To consider and review the latest bank reconciliation & financial review and consider budget versus receipts and expenditure and anticipated year end figures.
8. Project Update 2019-2020:- <ul style="list-style-type: none">To consider and approve any actions and requirements in relation to delivering specific projects detailed in the 2019-2020 budget.
9. Budget 2020-2021:- <ul style="list-style-type: none">To consider the draft budget proposal for the financial period 2020-2021, for recommendation to Full Council for approval, including projects.
10. Precept 2020-2021:- <ul style="list-style-type: none">To consider the precept required 2020-2021 as a consequence of the budget, for recommendation to Full Council for approval.
PERSONNEL & CONTRACTS
11. Grass Cutting Contracts:- <ul style="list-style-type: none">To consider the requirements and process for the grass cutting tenders commencing Spring 2020.
12. Due to the sensitive nature of matters to be discussed under items 13 members of the public and press will be instructed to leave the meeting (Admission to meetings Act 1960).
13. Staffing Matters .
CLOSING PROCEDURES
14. Items for next Finance & Human Resources Committee Meeting. <ul style="list-style-type: none">Members are invited to offer issues for inclusion on the next agenda.
15. Date of next meeting – December 2019 (Date to be confirmed).