

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 **Tuesday 10th December 2019 7.30pm – 9.30pm, West Haddon Sports Pavilion** 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 18 th November 2019.
6. Matters arising from the meeting 18 th November 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.
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. Audit – to approve the appointment of Mrs T Charteress as the NCALC appointed auditor for the period 2019-2020.
10. Pavilion Development – To consider next steps and requirements.
PERSONNEL & CONTRACTS
11. Grass Cutting Contracts:- <ul style="list-style-type: none">To consider the tenders received.
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 – January 2020.