



# HELMDDON PARISH COUNCIL

## FINANCE COMMITTEE MEETING



Members of the **Finance Committee** of Helmdon Parish Council are summoned to attend a meeting of the committee to be held straight after the Planning meeting, in the Committee Room at the Reading Room, Church Street, Helmdon, NN13 5QJ on

**Wednesday 11<sup>th</sup> May, 2016 at 8.30pm**

*Members of the public and press are welcome to attend this meeting. This meeting may be recorded, filmed or broadcast without prior notice to the Parish Council, provided that such activity does not impede the conduct or business of the meeting.*

### AGENDA

1. Apologies
2. Declarations of Interest
3. Approval and signature of the minutes of the meeting of 13<sup>th</sup> January, 2016
4. Matters arising
5. Open Forum
6. To receive a financial update from the Clerk:
  - a. Financial statement
  - b. Payments received
  - c. Invoices to be paid
7. To review the design of the Clerk's bi-monthly Finance report and consider a request to change it.
8. To consider recommendations to Council regarding the review of the new model Financial Regulations document
9. Annual review of the Asset Register
10. To close off accounts for y/e 31st March 2016
11. To agree Annual Return figures to put to Full Council Meeting and consider responses to the Annual Governance Statement
12. To review grant applications and make recommendations for Full Council meeting
13. To review banking arrangements, including signatories and new banking charges.
14. Close

Signed \_\_\_\_\_ Dated \_\_\_\_\_

*Helen du Bois*  
*Clerk to Helmdon Parish Council*  
*2A Station Road, Helmdon, NN13 5QT tel: 01295 768588*