



# HELMDON PARISH COUNCIL

## COUNCIL MEETING



Members of the Finance Committee of Helmdon Parish Council are summoned to attend a meeting of the committee in the Committee Room, Church Street, Helmdon on **Thursday 10<sup>th</sup> May, 2017 at 8pm**

Members of the public and press are welcome to attend this meeting – issues raised by the public in Open Forum are limited to those listed on this agenda. 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 for absence
2. Declarations of Interest
3. Approval and signature of the minutes of the meeting of 11<sup>th</sup> January, 2018.
4. Matters arising
5. Open Forum
6. To consider the following and confirm that all documents meet the needs of the Council.
  - a. Financial Regulations
  - b. Finance Committee Terms of Reference
  - c. Risk Assessment
  - d. System of Internal Control
  - e. Internal Controls Checklist
7. To close off accounts for y/e 31<sup>st</sup> March 2018
8. To review the Council's general and earmarked reserves
9. To review the Account Statements 2017/18 and to consider responses to the Annual Governance Statement for recommendation to full Council on 23<sup>rd</sup> May, 2018
10. To review applications for the 2018 Village Small Grant scheme and consider recommendations to full Council on 23<sup>rd</sup> May, 2018
11. Councillor questions
12. Close

Signed \_\_\_\_\_ dated \_\_\_\_\_

Helen du Bois  
Clerk to Helmdon Parish Council

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