

Godstone Parish Council

(incorporating the Villages of Godstone, South Godstone and Blindley Heath)

Clerk to the Parish Council

Mrs S Endersby

Admin Assistant

Mrs E Cross

The Bounty
Godstone Green
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5 December 2018

AGENDA

Members of the Finance Committee are summoned to a meeting of the Finance Committee of Godstone Parish Council on **Tuesday 11 December 2018** at 11.30am at The Bounty.



S Endersby - Clerk to Godstone Parish Council

1. **Apologies for absence**
2. **Election of Chairman**
3. **Declaration of Interest**
4. **Minutes** of the meeting held on 21 November 2018
5. **Parish Council Procedures Audit –**
 - 5.1 **Asset Register** - To review asset register and agree any changes.
 - 5.2 **Insurance Cover**
 - 5.3 **Risk Assessment – Annual Review**
 - 5.4 **Business Continuity Plan** - Annual Review
 - 5.5 **Financial Regulations** - To review regulations and agree any changes
6. **AGAR - Financial Year 2017-2018 - External Auditor** - Note report and conclusion
7. **Interim Internal Audit – Financial Year 2018-2019** - Receive report and consider recommendations of Interim Internal Audit 2018-19 and agree any changes in view of audit comments.
8. **Financial Position – General Review (year to date 2018-2019)**
 - 8.1 To review the latest receipts and payments report; agree any virement.
 - 8.2 Designated Funds and Restricted Funds – and to note current balances
 - 8.3 Note estimated carry forward for general funds at 31 March 2019
9. **Grants**
 - 9.1 Continuous Grants and other Grants – to date.
 - 9.2 Terms and Conditions and Awarding Policy
10. **Review of Areas of responsibility within the Parish**
11. **Review of fees and charges for 2018/19**
 - 11.1 Burial Grounds, Allotments, Wayleaves/Easements and Garden Plot Licenses
 - 11.2 Use of Godstone Green and Blindley Heath
12. **Annual review of staff salaries, hourly paid wages and hours and Allowances (Confidential)**
 - 12.1 Salaries
 - 12.2 Pensions
 - 12.3 Chairman's Allowance - Review and set allowance for 2019/2020
13. **Budget for the year 1 April 2019 - 31 March 2020**
 - 13.1 Prepare and agree budget for 2019-2020 Financial year
 - 13.2 Consider the preparation of a 3-year budget Plan
14. **Agree Precept for the year 1 April 2019 - 31 March 2020-** to recommend to the Parish Council at the Parish Council meeting on 7 January 2019 for approval.
15. **Date of next meeting** - Confirm the date of the next meeting

Part 2 – To consider passing a resolution that pursuant to Section 1 part 2 of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting during the consideration of any business on the grounds that it is likely if the public were to remain, there would be a disclosure of exempt information.