

Kelvedon Parish Council

The Old Fire Station, 102 High Street, Kelvedon, Essex CO5 9AA

FINANCE COMMITTEE

2 June 2016

To members of the Finance Committee:

Cllrs Anderson, Buttery, Hooper, W Humpington, Lancashire, Pilbeam

Members of the Finance Committee are summoned to attend a meeting at 7.30 pm on Wednesday 15 June 2016 in the Council Chamber, to transact the business shown in the agenda.

Members are reminded to declare any disclosable pecuniary or non-pecuniary interests at item F5/16-17, or as they arise on the Agenda.

The public and press are welcome to be present.

Philippa Potter
Clerk

AGENDA

- F1/16-17 Election of Chairperson for 2016-17**
To elect the Chairperson of the Finance Committee for 2016-17.
- F2/16-17 Election of Vice Chairperson for 2016-17**
To elect the Vice Chairperson of the Finance Committee for 2016-17.
- F3/16-17 Apologies for Absence**
To receive any apologies for absence.
- F4/16-17 Minutes**
To confirm the minutes of the Finance Committee meeting held on 9 March 2016.
- F5/16-17 Declarations of Interest**
The Chairman to invite Councillors to declare any appropriate disclosures.
- F6/16-17 Public Discussion**
The Public are invited to discuss issues within Kelvedon – **3 minutes maximum each person.**
- F7/16-17 Terms of Reference and Timetable**
To agree the revised terms of reference and a timetable for the year's tasks.
- F8/16-17 Finance Report – 2015/16 and 2016/17**
To receive a final report for 2015/16 and the year so far for 2016/17.
- F9/16-17 Funding**
Committee to discuss issues regarding funding for:
- Kelvedon in Bloom
 - Kelvedon Festival

F10/16-17 Internal Financial Checks

Committee to agree list of items for inclusion in the internal financial check process and to confirm when checks to be carried out.

F11/16-17 Grant Policy

To review the grant policy, application form and process for 2016/17

F12/16-17 Date of Next Meeting

14 September 2016 at 7.30 pm