



Newick Parish Council

To: All Members of the Finance and General Purposes Committee

You are summoned to attend a Meeting of the Finance and General Purposes Committee of Newick Parish Council at The Sports Pavilion, King George V Playing Field, Newick, on **Tuesday 14th July 2015** commencing immediately after the Planning Committee Meeting which starts at 6.30 p.m.

9th July 2015

Mrs S.E. Berry
Clerk to the Parish Council

Members of the public are invited to attend and there is a 15 minute opportunity for them to ask questions or make statements (maximum 3 minutes for each person).

Please note that an audio recording will be made of this meeting.

Agenda

1. **Apologies for Absence**
2. **Disclosure by Members of personal interest in matters on the agenda, the nature of any interest and whether the Member regards the interest as prejudicial under the terms of the Code of Conduct.**
3. **Questions or Statements by Members of the Public**
4. **To agree Terms of Reference for Finance & General Purposes Committee**
5. **Review of Statement of Performance against budget (Outturn) as at end June 2015**
6. **Risk and Management Controls** – To consider Clerk's report on outstanding items and to agree actions
7. **Internal Audit** – to consider Internal Auditor's report (as delegated by Parish Council 19th May 2015) and to agree actions.
Documented procedure for handling, circulation, responses, filing and retention of correspondence
Documented procedure for dealing with responses to consultation requests
Documented procedure for dealing with complaints/enquiries
Procedure for recording/monitoring Councillor's Gifts/Hospitality received
8. **Items for the next agenda**

The Clerk: Mrs SE Berry, 18 Newlands Park Way, Newick, BN8 4PG
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