

Harrietsham Parish Council

Finance and General Purposes Committee

**The next meeting of the above Committee will be held at
1:30pm on Thursday 8th October 2020
in the Parish Office.**

Agenda:

1. Present and Apologies for Absence
2. Disclosures
3. Minutes of the last meeting (Thursday 16th January 2020)
4. Completion of 2019/20 audit
5. Review of accounts for 2020/21 year to date
including
 - Checking of 6 random invoices, one per month
 - Chairman's confirmation of bank balances
 - Blanket approval of transactions to date
6. Nationwide investment account signatories
7. Recommendation from Staffing Committee
8. Recommendations from Environmental Committee
9. Recommendations from Highways Committee
10. Grant requests received to date
11. Review of Standing Orders & Financial Regulations
12. Review of Risk Assessments, Investment Policy and Asset Register.
13. Date of next meeting – To be agreed. (Probably January 2021 to agree a budget.)

Members of the public are reminded that they are, as always, permitted to attend Committee meetings. However, due to current circumstances, space will be very limited, so anyone wishing to attend should contact the Responsible Finance Officer – Mike Cuerden, on 07963 020092 – to reserve a space, if one is available. Masks will be required at all times whilst on Council premises.