

You are hereby summoned to a meeting of the
FINANCE COMMITTEE
to be held on
Monday 14th October 2019
in the Committee Room, Freight House,
Bradley Way, Rochford commencing at **7.30pm**

Please note that under the Local Government Act 1972 Schedule 12 paragraph 10 (2) (b), the Council cannot lawfully decide any matter that is not specified on the agenda. Should you require additional information on any agenda item please advise the Clerk by 1pm on the working day preceding the meeting.

AGENDA

1. To receive apologies for non-attendance at meeting (For Noting)
2. Declarations of any:
 - Disclosable Pecuniary Interest;
 - Other Pecuniary Interest; or
 - Non-Pecuniary Intereston any matter on the agenda for 14th October 2019
Members are reminded they must, within 28 days of becoming aware of any new, or change in their Register of Members' Interests, provide written notification thereof to the Clerk of Hawkwell Parish Council.
3. Public Forum
4. To approve the Minutes of the meeting held on 17th June 2019 and to approve the destruction of the notes in respect of that meeting (For Decision)
Copy enclosed
5. Action Update List – October 2019 (For Information)
6. Financial Report – September 2019 (For Noting)
7. Completion of External Audit for 2018/19- no issues arising (For Noting)
8. Consider the Finance Committees' responsibilities against the Strategic Plan objectives: Strategic Plan attached (For Discussion)
9. Councillor Quarterly Bank Reconciliation Check (For Noting)
 - Q1 2019/20 – Completed, no issues arising
 - Q2 2019/20 - Date to be confirmed for late October 2019

- 10. Finance Budget: Copy of 2019/20 Finance Budget for information before the Budget round begins (For Information)**
- 11. Subscription: RCCE £115.50 (For Decision)**
- 12. Request for Clerk to attend the SLCC Practitioners Conference in February 2020 (cost £425: Early Bird Rates) (For Decision)**
- 13. Approve Staff Xmas lunch - Chairman's Fund (For Decision)**

9th October 2019
Clerk to the Council