

You are hereby summoned to a meeting of the
FINANCE COMMITTEE
to be held on
Monday 2nd December 2019
in the Committee Room, Freight House,
Bradley Way, Rochford commencing at **7.45 pm**
**(or up to fifteen minutes earlier should the previous meeting end prior
to that time)**

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 Interest****on any matter on the agenda for 2nd December 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 14th October 2019 and to approve the destruction of the notes in respect of that meeting (For Decision)**
Copy enclosed
- 5. Action Update List – December 2019 (For Information)**
- 6. Financial Report – November 2019 (For Noting)**
- 7. Receive Internal Audit Report (Interim) for 2019/20: no issues arising (For Noting)**
- 8. Consider & agree Finance Budget for 2020/21 (For Decision)**
- 9. Consider Parks, General Purposes & Youth Budgets for 2020/21 (For Decision)**
- 10. Consider Overall Budget for 2020/21 – Report attached (For Decision)**
- 11. Finance Committee – Quarterly Report October 2019 (For Discussion)**

- 12. Formulate the Finance Committees' response to Full Council in regard to the Strategic Plan objectives: (For Action)**
- 13. Councillor Quarterly Bank Reconciliation Check (For Noting)**
 - Q2 2019/20 – Completed, no issues arising
- 14. Subscriptions: Society of Local Council Clerks (SLCC) £227 (For Decision)**

27th November 2019
Clerk to the Council