

## **HENFIELD PARISH COUNCIL - FINANCE RISK & CHANGE GOVERNANCE COMMITTEE**

Notice of a meeting of the **Finance Risk & Change Governance Committee** to be held on **Tuesday 12<sup>th</sup> December 2023 at 7:00pm** in the Committee Room at The Henfield Hall.

### **A G E N D A**

1. **DECLARATION OF MEMBERS' INTERESTS**
2. **APOLOGIES**
3. **APPROVAL OF THE MINUTES OF THE MEETING HELD ON 31<sup>ST</sup> OCTOBER 2023 AND THE EXTRAORDINARY MEETING HELD ON 14<sup>TH</sup> NOVEMBER 2023**

4. **MATTERS ARISING**

- a) Committee Terms of Reference.
- b) Cemetery Lighting Update.
- c) Henfield's Big "Thank You."

### **OPEN FORUM**

5. **CHAIRMAN'S ANNOUNCEMENTS**
6. **UPDATE ON THE TANYARD BARN DEVELOPMENT**
7. **MOTION: APPROVAL OF 2024/25 BUDGETS FOR SUBMISSION TO FULL COUNCIL IN JANUARY**
8. **MOTION: APPROVAL OF 2024/25 PRECEPT FOR SUBMISSION TO FULL COUNCIL IN JANUARY**
9. **CONSIDER THE APPLICATION FROM THE HENFIELD HALL FOR £1,920 TOWARDS NEW BATTERIES TO STORE ELECTRICITY FROM THE SOLAR PANELS. FUNDING TO BE TAKEN FROM THE COMMUNITY INFRASTRUCTURE LEVY RESERVE**
10. **CONSIDER PAYMENTS TO ST PETER'S CHURCH & THE HENFIELD CLUB**
11. **FINANCE**
  - a) Confirmation of Reconciliation of Bank Accounts (October & November).
  - b) Internal Controls (To Include Audit Check of Expenditure) – October & November.
  - c) Consider the Cyber Insurance Quotations of £351.68 and £390.25.
  - d) Switch £1,900 From the Kings Field Account.
  - e) To Approve the Increase in Fraud and Dishonesty Insurance From £500K to £600K.
12. **ANY OTHER URGENT MATTERS TO BE RAISED BY COUNCILLORS**

*To resolve, under the Public Bodies (Admissions to Meetings) Act 1960, in accordance with Standing Orders s.1(d) to exclude the press and public on the grounds that the confidential matters to be discussed under the item below would be prejudicial in the public interest.*

13. **CONSIDER THE CURRENT PARISH OFFICE STAFF JOB DESCRIPTIONS AND SALARY SCALES.**
14. **DATE OF NEXT MEETING** – 31<sup>st</sup> January 2024.  
Published Thursday 7<sup>th</sup> December 2023.