



HELMDON PARISH COUNCIL

COUNCIL MEETING



Members of the Finance Committee of Helmdon Parish Council are summoned to attend a meeting of the committee to be held at The Reading Room on **Thursday 14th July 2022 at 7.30pm**

Members of the public and press are welcome to attend this meeting – issues raised by the public in Open Forum are limited to those listed on this agenda. This meeting may be recorded, filmed or broadcast without prior notice to the Parish Council, provided that such activity does not impede the conduct or business of the meeting.

AGENDA

- 1) Apologies for absence
- 2) Declarations of Interest
- 3) Approval and signature of the minutes of the meeting of 10th March 2022
- 4) Matters arising
- 5) Open Forum
- 6) To consider the following and confirm that all documents meet the needs of the Council.
 - a. Finance Committee Terms of Reference
 - b. System of Internal Control and Internal Audit
 - c. Internal Controls Checklist
- 7) To receive the bank reconciliation for y/e 31st March 2022
 - a. To review the AGAR 2021/22
 - b. To receive cashbook from 2021/2022
 - c. To note variation explanations 2021/2022
- 8) To consider Charmaine Jay to authorise payments for the following companies:
 - a. R & G (Grass Cutting)
 - b. DCK Payroll
- 9) Close

Signed _____ dated _____

Charmaine Jay
Clerk to Helmdon Parish Council