



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 13th July 2023 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) Elect the chair of the Finance Committee for 2023/24
- 2) Apologies for absence
- 3) Declarations of Interest
- 4) Approval and signature of the minutes of the meeting of 5th April 2023
- 5) Matters arising
- 6) Open Forum
- 7) 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
- 8) To consider applications for Small Grant Scheme 2023/24
- 9) To review the insurance cover and the terms of the licence
- 10) To consider a new electricity supplier
- 11) To review the bank signatories and add the new members of the finance committee

Signed _____ dated 7th July 2023

Charmaine Jay
Clerk to Helmdon Parish Council