



# HELMDON PARISH COUNCIL

## FINANCE COMMITTEE 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 11<sup>th</sup> September 2025 at 7.30pm**

Members of the public and press are welcome to attend this meeting. 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

- 16) Apologies for absence
- 17) Declarations of Interest
- 18) Approval and signature of the minutes of the meeting of 2<sup>nd</sup> July 2025
- 19) Matters arising
- 20) Open Forum
- 21) To receive the bank reconciliation to end of August 2025
- 22) To confirm bank and other account signatories
- 23) To confirm completion of the first quarterly (Apr to Jun) Internal Controls Councillor's Check
- 24) To review the spend against budget for 2025-26 to the end of August 2025
- 25) To review the Asset Register and agree any amendments required
- 26) To note the insurance renewal cost of £898.16 (Year two of a three year agreement)
- 27) To receive the External Auditor's Report for 2024-25
- 28) To confirm the role of the Health and Safety Officer and agree a process, timetable, and recording method for asset inspections

Signed

Kirsty Buttle  
Clerk  
Helmdon Parish Council

Dated 5<sup>th</sup> September 2025