

CHALFONT ST PETER PARISH COUNCIL

Councillors are hereby summoned to a meeting of **FINANCE COMMITTEE** to be held on Tuesday 19th September 2017 in the Council Offices, Gravel Hill, Chalfont St Peter at 8.00pm



AGENDA

Cllr Darby (Chairman), Cllr Smith, Cllr North, Cllr Dale, Cllr Dickson and Cllr Shinner

CHAIRMAN WILL ISSUE INSTRUCTIONS REGARDING EMERGENCY FIRE EXITS IN THE EVENT OF FIRE

27. To elect a Chairman
28. To elect a Vice Chairman
29. Apologies
30. Declaration of interests
31. To approve the minutes of the meeting held on Thursday 15th June 2017
32. **Review Action Points:**
 - 11 Add risk to Financial Risk Assessments to reflect potential financial risk of problems encountered with IT.
 12. Amend the Terms of Reference for Finance Committee to show 'continued' as 'reviewed' and add a new line to reflect the use of IT.
 21. To obtain quotes for the Christmas cross street lights.
33. **Correspondence:**
 - i) Thank you letter from Chilterns Conservation Board for Hillforts donation.
34. To agree the appointment of an internal auditor for the Interim Audit 2017-18 and End of Year Audit 2017-18.
35. To consider purchasing new Christmas lights for the tree on Gold Hill Common.
36. To discuss the purchase of a temporary Christmas Tree for Christmas 2017.
37. To discuss and consider the quote for additional repairs to the War Memorial.
38. To consider the renewal of our Annual Subscription to Parish Online due in October 2017.
39. To consider donations (under S137) for the erecting of a safety sign at the junction of Rickmansworth Lane and Roberts Lane, to Chiltern Citizen's Advice, to the Chilterns Dial-a-Ride and to the Chalfont St Peter Youth Centre.
40. To review and discuss the Financial Reports for Month 5 (August 2017)
41. To check and validate the Bank Statement and Reconciliation Report as at 31st August 2017.

- 42. Items to be communicated via the Comms and PR Committee.
- 43. Information Items
- 44. To resolve that in view of the confidential nature of the business to be transacted it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw (Public Bodies (Admissions to Meetings) Act 1960 s1)
- 45. **Date of Next Meeting:** Thursday 16th November at 8.00pm