

CHALFONT ST PETER PARISH COUNCIL

Councillors are hereby summoned to a meeting of **FINANCE COMMITTEE** to be held on Wednesday 8th February 2017 in the Council Offices, Gravel Hill, Chalfont St Peter at 8.00pm



AGENDA

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

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

49. Apologies
50. Declaration of interests
51. To approve the minutes of the meeting held on 17th November 2016
52. **Review Action Points:**
 - 28g Chalfont St Peter War Memorial – awaiting appropriate weather.
 - 30 Review Financial Implications of the Skate Park – update only
 - 24 Asset Register – after discussions with the auditor, it has been confirmed that the Parish Council are correctly recording our assets and there is no need for change. – Completed
 - 10 Update clerk – to check whether ‘financial loss –ie, theft’, as outlined in the Financial Risk Assessments is covered within the general Parish Council insurance.
 - 41 Update – estimated costs of replacing the whole roof, now that the current tiles were obsolete.
53. **Correspondence:**
 - i) Thank you letter – Chalfont St Peter Youth Centre
54. Grant requests (under S137) for The Chalfont Wind Band, Chalfont St Peter Parish Church, The Chiltern Open Air Museum, Revitalise and additional donation request (under S137) from The Open Spaces Society.
55. To review the findings of the Interim Internal Audit Report 2016-2017.
56. To consider and agree the provider of Gas to the Parish Council office, when the current contract with British Gas ends on 6th April 2017.
57. To consider the renewal of the subscription to the ICCM (Institute of Cemetery & Crematorium Management) due in March 2017, at a cost of £90.00 (based on 2016 fee)
58. To consider the renewal of the subscription to BALC, at a cost of £1690 (based on 2016 fee).
59. To review and discuss the Financial Reports for Month 9 (December 2016)
60. To check and validate the Bank Statement and Reconciliation Report as at 31st December 2016.
61. Items to be communicated via the Comms and PR Committee.
62. Information Items

63. 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)
64. **Date of Next Meeting:** Thursday 20th April 2017 at 8.00pm