

# Normandy Parish Council

Serving Our Community through working in Partnership

To Members of the Finance & Governance Committee – Councillors Paul Chillman, Tony Coomber, Paul Howarth, Bob Hutton and Pat Tugwell

You are summoned to attend a meeting of **NORMANDY PARISH COUNCIL FINANCE & GOVERNANCE COMMITTEE** that will be held on **THURSDAY 16 JUNE 2022 at 7.30 pm** (or at conclusion of the Planning Committee meeting if later) at **ROYAL BRITISH LEGION HALL** on **GUILDFORD ROAD, NORMANDY**

*The meeting is open to the press and public unless the council do otherwise resolve to enter private session where members of the public and press are excluded.*

*Amanda Pick*

**Amanda Pick**

**Clerk to Normandy Parish Council**

**Publication date: 10 June 2022**

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## AGENDA

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| <b>FG-49</b> | <b>ELECTION OF CHAIRMAN</b><br>To elect the Chairman of the committee for the 2022/23 civic year.  |
| <b>FG-50</b> | <b>ELECTION OF VICE-CHAIRMAN</b><br>To elect the Vice-Chairman of the committee for the 2022/23 civic year.  |
| <b>FG-51</b> | <b>APOLOGIES</b><br>To receive and accept apologies for absence.   |
| <b>FG-52</b> | <b>DECLARATIONS OF INTEREST</b><br>To receive any declarations of personal and/or prejudicial interest from members regarding items on the agenda.   |
| <b>FG-53</b> | <b>MINUTES OF PREVIOUS MEETING</b><br>To receive and adopt the minutes of the Finance & Governance Committee meeting held on 5 May 2022.   |
| <b>FG-54</b> | <b>QUESTIONS FROM THE PUBLIC</b><br>Members of the public may ask a question, make representation, or give evidence in respect of the business on the agenda for a maximum per item of 3 minutes.  |
| <b>FG-55</b> | <b>BANKING ARRANGEMENTS</b> <ul style="list-style-type: none"><li>(a) To agree changes to the bank mandate to add the Clerk and any new councillors as signatories and able to access online banking</li><li>(b) To agree changes to the credit card to issue a new card in the Clerk's name</li><li>(c) To agree the correspondence address for banking arrangements</li><li>(d) To complete and sign any paperwork related to changes agree on the above items</li></ul> |
| <b>FG-56</b> | <b>FINANCIAL REPORTS</b> <ul style="list-style-type: none"><li>(a) To approve the Payment List for period 1 April to 31 May 2022</li><li>(b) To note the Income and Expenditure year to date (to 31 May 2022)</li><li>(c) To approve the Bank Reconciliations for April and May 2022</li></ul>   |

**FG-57**

**FINANCIAL YEAR END AND AUDIT UPDATE**

To receive an update on the internal audit and note any changes to the AGAR figures prior to recommendation for approval to council

**FG-58**

**WIFI AT ROYAL BRITISH LEGION**

To discuss email correspondence regarding cost of Wi-Fi at Royal British Legion Hall and agree any action

**FG-59**

**MATTERS FOR INFORMATION AND/OR FUTURE AGENDA ITEMS**