

# **Shedfield Parish Council**

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*(Incorporating the villages of Shedfield, Shirrell Heath and Waltham Chase)*

## **NOTICE OF FINANCE AND ADMINISTRATION COMMITTEE MEETING TO BE HELD ON MONDAY 8 June 2009 AT 7.30 PM AT THE PAVILION SHEDFIELD**

### **AGENDA**

- 1) Election of Chair
- 2) Apologies for absence.
- 3) To confirm minutes of the meeting held on 30 March 2009.
- 4) Meeting adjourned for public participation.
- 5) Meeting resumed.
- 6) Response to public participation.
- 7)
  - (i) Internal Audit
  - (ii) Annual Return
  - (iii) Charity Accounts
  - (iv) Business Bonus and Current Account Balances
- 8) Administration
  - (i) Insurance
  - (ii) To consider night safe facility

**The next finance meeting is 17 August 2009**

**The following motion may be moved if considered necessary:-  
'In view of the confidential or special nature of the business about to be transacted it is advisable in the public interest for the public and press to be temporarily excluded and they are instructed to withdraw'.**