

Shedfield Parish Council

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

**SUMMONS TO ATTEND
FINANCE AND ADMINISTRATION COMMITTEE MEETING
TO BE HELD ON MONDAY 5 DECEMBER 2011 AT 7.30 PM
AT THE SPORTS PAVILION SHEDFIELD
AGENDA**

- 1) Apologies for Absence
- 2) Declarations of Interest
- 3) Approval of minutes of the meeting held 11 July 2011 and matters arising.
- 4) Meeting adjourned for public participation.
- 5) Meeting resumed.
- 6) Terms of reference - To confirm/review as necessary.
(appointment of Auditor to be added)
- 7) Open Spaces Funding - To confirm/review balances
- 8) To confirm transfers and new investments.
- 9) To receive financial reports for Council and Charities
- 10) To consider budget proposals for 2012/13
- 11) Parish Plan allowance/assistance
- 12) To consider S137 requests
- 13) Audit report
- 14) Review of Insurance policy
- 15) Correspondence
- 16) Items for next agenda
- 17) The next Finance Committee meeting is 19 March 2012

MEMBERS OF THE PRESS AND PUBLIC WELCOME

SignedClerk