

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 11 JULY 2011 AT 7.30 PM
AT THE SPORTS PAVILION SHEDFIELD
AGENDA**

- 1) Election of Chair/Vice Chair
- 2) Apologies for Absence
- 3) Declarations of Interest
- 4) To sign the minutes of the meeting held 11 April 2011 and matters arising.
- 5) Meeting adjourned for public participation.
- 6) Meeting resumed.
- 7) Response to public participation.
- 8) Terms of reference - To confirm/review as necessary.
- 9) To consider means of access to financial information and computer security.
- 10) To clarify councillor policy for expenses for purchase, claims and reimbursements and to recommend to Council changes to Financial Regulations.
- 11) Open Spaces Funding - To confirm/review
- 12) To receive financial reports for Council and Charities
- 13) To consider S137 requests
- 14) Insurance Review
- 15) Items for next agenda
- 16) The next Finance Committee meeting is 5 December 2011

MEMBERS OF THE PRESS AND PUBLIC WELCOME

SignedClerk