



The Beaudesert & Henley-in-Arden Joint Parish Council

Working for the Benefit of the Residents of Henley-in-Arden

Clerk : Gill Bailey email : clerk@henley-in-arden-pc.gov.uk

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IF ANYONE WOULD LIKE A HARD COPY OF THE AGENDA OR MINUTES FOLLOWING THE JPC MEETING AND DOESN'T HAVE ACCESS TO A COMPUTER, PLEASE CONTACT THE CLERK ON 01926 814491 TO REQUEST A COPY.

I HEREBY GIVE NOTICE that a Finance Sub-Committee Meeting of Beaudesert and Henley-in-Arden Joint Parish Council will take place on Monday, 3rd June 2019 at 5.00 pm in the Heritage Centre, 150 High Street, Henley-in-Arden.

All members of the Finance Sub-Committee are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the Meeting as set out hereunder.

G.A. Peacock

Signed:
Gill Peacock
Parish Clerk and RFO

Dated: 28th May 2019

Photographing, reporting, recording, filming or transmitting the proceedings of a meeting may occur and therefore all persons participating in the meeting should be aware that such recording, reporting or filming may take place. Members of the public attending the meeting (but are not participating in the meeting) who do not wish to be filmed or photographed in the meeting must state this at the start of the meeting.
The Chairman requests all mobile phones are switched to silent mode.

Public Participation Session

Members of the public are invited to give their views on items on this agenda including planning applications, or raise issues for future consideration at the discretion of the Chairman. No decisions will be made in this part of the meeting. The Public Participation Session is a general forum for open discussion after which members of the public will have no further opportunity to speak unless invited to do so by the Chairman.

Pause for a few minutes to allow members of the public to leave the meeting if they wish to do so.

1 Welcome Councillors to the new Finance Committee

2 Apologies for absence and acceptance of apologies

3 Declarations of Interest and Dispensations

The Council will receive disclosures of personal and prejudicial interests from Members on matters to be considered at the meeting. The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of the meeting that has not been disclosed under this item, the member must immediately disclose it. Members may remain in the meeting and take part fully in discussions and voting unless the interest is prejudicial. Dispensations received in writing to the clerk, or verbally at the meeting will be considered.

4 Election of Vice- Chairman

5 Roll of Independent Auditor

6 Asset & Risk Register

7 Confirm Cheque Signatories

8 To understand the current payment system

9 To discuss Quick Books, the JPC Accounting System

10 To discuss cost and terms of the new web site

11 Appoint of External Auditors

12 To discuss the receipt of CIL Payments

13 To discuss the procedures for the payment of salary and expenses for the Clerk.

14 To note the Schedule of recent Payments and Bank Balances and to approve any further invoices listed below:

a. WALC (Chairmanship Skills Training) £ 46.00

• Previously approved Payments:

○ Joanne's Decorating (Painting Market Cross Railings)	£660.00
○ The Opera Experience (Parenting Project)	£250.00
○ Henley in Arden Guild Hall Trust (Installation of Pews)	£500.00
○ Salary & Expenses – The Clerk	TBC

15 Items for private session

Under Section 1, Sub Section, 2 of the Public Bodies (Admission to Meetings) Act 1960 and in view of the confidential nature of the business about to be transacted, it was felt advisable in the public interest, if members of the public were present during the consideration of such business, there would be disclosure to them of exempt information that the public be temporarily excluded and they are instructed to withdraw. There needs to be a resolution at the meeting for items to be discussed in private session

