

# REDBOURN PARISH COUNCIL

Redbourn Parish Centre, The Park,  
Redbourn, Hertfordshire, AL3 7LR  
Telephone No: 01582 794832 / 07436 549584  
E-mail: [clerk@redbournparishcouncil.gov.uk](mailto:clerk@redbournparishcouncil.gov.uk)



29th May 2018

Councillors S Kidd (Chair), D Mitchell (Vice Chair), M Maynard, P Schofield, V Mead, I Caldwell and A Gardner

You are hereby summoned to attend a meeting of the **Finance & Policy Committee** to be held on **TUESDAY, 5<sup>th</sup> JUNE 2018, 7.30pm** in the **Conference Room, Redbourn Parish Centre**

A handwritten signature in black ink, appearing to read 'Nish Khanna', written in a cursive style.

**NISH KHANNA**  
**Clerk to the Council**

---

## A G E N D A

- **ELECTION OF COMMITTEE CHAIR**
- **ELECTION OF COMMITTEE VICE CHAIR**
- **REVIEW TERMS OF REFERENCE**

**1. APOLOGIES FOR ABSENCE**

To receive apologies for absence.

**2. DECLARATIONS OF INTEREST**

Members are reminded to make any declarations of personal, pecuniary or prejudicial interests that they may have in relation to items on this Agenda.

You should declare at this part of the meeting your interest by stating:

- a) the item you have the interest in
- b) what the nature of the interest is: personal, pecuniary and/or prejudicial

If it is a prejudicial interest, whether you will be exercising your right to speak under Public Participation. You then need to re-declare your interest and the nature of the interest at the commencement of the item or when the interest becomes apparent.

<b>Cllr V Mead</b>	<b>– Redbourn in Bloom, Redbourn Youth Club</b>
<b>Cllr I Caldwell</b>	<b>– Redbourn Online</b>
<b>Cllr M Maynard</b>	<b>– Redbourn Museum</b>
<b>Cllr P Schofield</b>	<b>– Redbourn Bowls Club, Redbourn Youth Club and Redbourn in Bloom</b>
<b>Cllr S Kidd</b>	<b>– Redbourn Village Hall, Redbourn Youth Club</b>

**3. MINUTES OF THE PREVIOUS MEETING**

To approve and sign minutes of the previous meeting held on 27<sup>th</sup> March 2018.

**4. MATTERS ARISING FROM THE PREVIOUS MEETING NOT ON THE AGENDA**

**5. MATTERS TO REPORT**

Members are invited to notify the Chairman of other urgent business which they wish to be discussed at the end of the meeting. In so doing, the Member(s)/Officer(s) concerned must state the special circumstances which they consider justifies the matter being raised as a matter of urgency. The Chairman will decide whether the item(s) raised shall be considered at the end of the meeting.

**6. PUBLIC PARTICIPATION**

**7. GRANT APPLICATIONS**

To receive Redbourn Parish Council grant applications and agree allocation.

**8. FINANCIAL POSITION**

**8.1 Budget to date**

To receive a report on income and expenditure to date

**8.2 Investments**

To receive a report on the Parish Council's investments.

**8.3 Reconciliation**

To receive the latest reconciliation reports.

**8.4 CCLA – Churches, Charities and Local Authorities**

To receive an update on RPC's investment in the CCLA Deposit Fund.

**8.5 Annual Governance and Accounting Return (AGAR) – 2017-18**

8.5.1 To receive and approve the Annual Governance Statement – Section 1

8.5.2 To receive and approve the Accounting Statements – Section 2

**9. POLICY**

9.1 To review the effectiveness of overall internal audit arrangements

**10. MATTERS TO REPORT**

**11. DATE AND TIME OF NEXT MEETING**

Date of next meeting – 31<sup>st</sup> July 2018, Conference Room, Parish Centre.