

# Aldwick Parish Council

Aldwick Parish Offices, 88 Pryors Lane, Aldwick, West Sussex PO21 4JF

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COUNCIL CHAIRMAN: Cllr Mr Alan Smith CLERK/RFO: Sue Batey ASST. CLERK: Mary Halpin

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## MEETING OF THE FINANCE COMMITTEE

I hereby give you Notice that a meeting of the Finance Committee of Aldwick Parish Council to be held on **Monday, 18<sup>th</sup> October 2021 at 6.30pm** in the Parish Offices and all members of the Committee are hereby summoned to attend.



Clerk/RFO

**Dated: 12<sup>th</sup> October 2021**

Attention is drawn to the requirement for all Councillors to make a declaration of personal or prejudicial and/or pecuniary interests that they may have in relation to items on this agenda. They are reminded to make any declaration at any stage through the meeting if it then becomes apparent that this may be required when a particular item or issue is considered.

## **AGENDA**

1. Apologies for Absence.
2. Declarations of Interest.  
Members and officers are invited to make any declarations of pecuniary, personal and/or prejudicial interests that they may have in relation to items on the agenda and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent. Members and officers should make their declaration by stating:
  - a) the item they have the interest in
  - b) whether it is a pecuniary, personal and/or prejudicial interest
  - c) the nature of the interest
  - d) if it is a pecuniary or prejudicial interest, whether they will be exercising their right to speak under item 5.
3. To approve the minutes of the Finance Committee Meeting held on Monday, 6<sup>th</sup> September 2021.
4. Clerk's Actions and Report  
**007.21f** To agree the Terms of Reference and Delegated powers of the Finance Committee for 2021/2022 and agree to propose to full Council. **Agreed by Council min no. 073.21c**
5. To receive:
  - Questions from members of the public
  - Representations from any Councillor who has a personal/prejudicial or pecuniary interest in any of the following agenda items.
6. To agree to change the Discretionary Grant recommendations to the Finance Committee, to the meeting of the 29<sup>th</sup> November and Full Council on the 10<sup>th</sup> January 2022 (TBC).
7. To agree that the Finance Committee meetings will take place at 7pm after the Planning Committee meeting. The meetings will be held every six weeks beginning January 2022.
8. Any such matters that the Chairman may wish to bring to the attention of the Finance Committee.
9. To agree the bank/cash/credit card transactions report for 20<sup>th</sup> August 2021 to 30<sup>th</sup> September 2021, To agree invoices received/paid, cheque books, payroll, Bank statements and accounts. (Members to select invoice numbers to carry out internal audit check and note any telephone banking transactions or credit card transactions), *see ATTI*
10. Correspondence for the Finance Committee.

Date and time of next meeting: **Monday, 29<sup>th</sup> November 2021 @ 6.30pm**

**Members of the public are welcome to attend all Council and Committee meetings. Please check [www.aldwickparishcouncil.gov.uk](http://www.aldwickparishcouncil.gov.uk) for any cancellations.**