

# Aldwick Parish Council

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

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COUNCIL CHAIRMAN: Cllr Mrs L Richardson 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, 15<sup>th</sup> April 2019 at 7pm** in the Parish Offices and all members of the Committee are hereby summoned to attend.



Clerk/RFO

**Dated: 8<sup>th</sup> April 2019**

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, 21<sup>st</sup> January 2019. (Finance Committee Meeting 4<sup>th</sup> March 2019 - cancelled).
4. Clerk's Actions and Report
  - 070.18f – Council agreed min no: 153.18c/070.18f - that Bognor Regis Neighbourhood Watch be awarded a 2018/2019 Discretionary Grant for £213.36.
  - 071.18f – Council agreed min no: 153.18c/071.18f - that the wording of the earmarked reserve heading 'Gas Supply' be amended to 'installation of Gas Supply to the Parish Council Offices' in order to clarify that the 5,000 allocation is for gas installation and not gas consumption.
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. Any such matters that the Chairman may wish to bring to the attention of the Finance Committee.
7. To agree the bank/cash/credit card transactions report for 11<sup>th</sup> January 2019 to 28<sup>th</sup> March 2019. 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*
8. Correspondence for the Finance Committee.

Date and time of next meeting:

**Monday, TBA 2019 @ 7pm**