

MINSTER PARISH COUNCIL



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Clerk to the Council: Mrs. Kyla Lamb MAAT

17th May 2018

POLICY & FINANCE COMMITTEE

A Meeting of the Committee will be held at 11 am on Wednesday 23rd May 2018
in the Neighbourhood Centre 4a Monkton Road Minster

Sir or Madam,

You are hereby summoned to attend a meeting of the Policy & Finance Committee which will be held at the Library and Neighbourhood Centre, 4A Monkton Road, Minster on Wednesday 23rd May 2018 at 11am or immediately after the Planning Committee Meeting for the purpose of considering and passing such resolution or resolutions as may be deemed necessary or desirable with respect to the matters mentioned in the agenda.

Clerk to the Council

NOTE: Residents and members of the public are cordially invited to attend the meeting of the Council.

AGENDA

1. ELECTION OF CHAIRMAN

To elect a Chairman for the ensuing year 2018/19.

2. APPOINTMENT OF VICE CHAIRMAN

To appoint a Vice Chairman for the ensuing year 2018/19

3. MEMBERS' INTERESTS

To register any new interests, or de-registrations, by Members.

4. MINUTES

To approve the Minutes of the Committee held on 2nd January 2018 (Appendix A)

5. ANNUAL RETURN OF ACCOUNTS TO 31ST MARCH 2018

To consider the following documents:-

Accounts to 31st March 2018 (Appendix B)

Annual Return figures to 31st March 2018 (Appendix C)

Copy of Internal Audit Report (Appendix D)

Bank reconciliation and statement of Internal Control to submit with the Annual Return.
(Appendix E)

Allocation of Reserves (Appendix F)

Members are requested to consider the above documents and propose any changes and recommend their approval at the next full Council Meeting.

6. REVIEW OF ANNUAL RISK MANAGEMENT STATEMENT AND FIXED ASSET REGISTER

A Copy of the Annual Risk Management Statement and also the fixed asset register which will include additions and disposals is attached for Members consideration and comments.(Appendix G).

7. MINSTER SCHOOL LEAVERS PARTY

Cllr Gimes has asked that members consider providing some funding for the leavers party at Minster School this year on 19th July from the Clarkes Educational Fund held in Minster Parish Councils reserves. Members views are sought.

8. ALL WEATHER PITCH INCOME AND EXPENDITURE

A summary of the income and expenditure and money allocated in Reserves toward future replacement mat costs are attached for Members information (Appendix H).

Kyla Lamb
Clerk and RFO
Minster Parish Council
17th May 2018