

# **Newnham Parish Council & Burial Authority**

## **To all Members of the Finance & Employment Committee**

**11<sup>th</sup> September 2017**

You are hereby summoned to attend a meeting of the Parish Council Employment and Finance Committee meeting arranged for Monday 18<sup>th</sup> September 2017 at 7.00 pm in the Armoury Hall, Newnham on Severn for the transaction of business in the following Agenda.

Yours faithfully

*D. J. Tingle*

**D. J. Tingle**

*Clerk to the Council*

## **AGENDA**

1. **To allow Public Consultation\*\*\***
2. **To Receive Apologies for Absence**
3. **To Receive Declarations of Interest**
4. **To Consider the suggestion made at full council to reduce the number of councillors on the finance committee from five to four since Cllr Firman's resignation**
5. **Adoption of Minutes of the Parish Council Employment & Finance held on 19<sup>th</sup> June 17.**
6. **To Consider Matters Arising from Previous Meeting and not on Agenda**
7. **To Receive the Clerk's Report – verbal.**
8. **To Consider and Approve as follows.**
  - Quarterly Checks of payments
  - Completeness of the Income & Expense report
  - Quarterly Check that monthly financial statements presented at fully council are duly signed and balances presented match the bank statements
9. **To Receive and Approve any emergency payments.**
10. **To Consider Financial performance**
  - To review the spend v plan report (6 + 6)
11. **To Consider the 2018/19 budget requirements and initial proposal generated by the Clerk**
12. **To Consider three insurance quotes supplied by Came & Co and recommend to full council a preferred quotation with an option of a three year deal as per previous practice.**
13. **To receive an update on the implementation of electronic banking**
14. **To Confirm the next meeting date for the Employment and Finance Committee.**

As per agreed schedule 18<sup>th</sup> December 2017