

Newnham Parish Council & Burial Authority

To all Members of the Public & Press

11th March 2019

You are hereby invited to attend a meeting of the Parish Council Employment and Finance Committee meeting arranged for Monday 18th March 2019 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

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Clerk to the Council

AGENDA

1. **To allow Public Consultation*****
2. **To Receive Apologies for Absence**
3. **To Receive Declarations of Interest**
4. **Adoption of Minutes of the Parish Council Employment & Finance held on 18th December 2018.**
5. **To Consider Matters Arising from Previous Meeting and not on Agenda**
6. **To Receive the Clerk's Report – verbal.**
7. **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
8. **To Consider Financial performance**
 - To review the spend v plan report (11+ 1)
9. **To receive an update on year end activity and the internal audit planned for the 29th April**
10. **To Confirm the next meeting date for the Employment and Finance Committee.**

As per agreed schedule 17th June 2019