24/05/19

HINTON PARISH COUNCIL

NOTICE OF FINANCE MEETING

You are summoned to the next Finance meeting of the Parish Council, which will be held on **Tuesday June 4th 2019**, in the Parish Room, commencing at **7.00 pm.** Please find the agenda set out below

Lesley Yeomans
Clerk to the Council

OPEN FORUM –
Opportunity for members of the public to raise issues with the Council. Once the meeting has been opened, no further comment may be taken without the agreement of the Chairman. (2 mins PP max 15mins)

AGENDA

1.	To elect Chair of Finance Committee
2.	To accept apologies and note absence
3.	Declarations of interest - To receive declarations from Councillors, any DPI's (disclosable pecuniary interest or simply an interest termed a personal interest in the Code the Council adopted) relating to any items on the agenda for June 4th 2019.
4.	Minutes of the last meeting- To confirm and sign the minutes, of the meeting held on May 7th 2019. (distributed by email & Hand)
5.	Budget Review- To consider the budget review document
6.	Invoices received- To approve payments below Staff Salaries £1296.06 Phone £12.50 HMRC £300.60 R Griffiths £120.00 LGPS £ 459.55 Glos LGPS Admin £300.00 (Letter went to VH) April LGPS Cheque £459.55. New cheque needed as previous one cancelled. Letter went to VH) TOTAL £2948.26
7.	To carry out internal controls, check bank reconciliation /statements and sign. These can be done quarterly and not monthly if required. See Internal Audit
8.	Next meeting July 2nd 2019