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14th September 2020

**To: Parish Councillors on the Finance Committee**

You are required to attend a Parish Council Meeting of Hartfield Parish Council Finance Committee to be held on 28th September 2020 at 7:30pm via zoom link.

The AGENDA is as follows:-

1. To accept apologies for absence
2. To record Members’ Declarations of Interest in matters to be discussed.
3. To approve Minutes of previous Finance Committee meeting
4. To report on Matters Arising from the previous Finance Committee meeting
5. To review mid year to date and budget in light of Covid-19 crisis including year end forecast.
6. To report on ear marked and general reserve.
7. To review audit arrangements for 2020/21.
8. To receive bank reconciliation.
9. To review risk assessment.
10. To review banking arrangements.
11. Matters for reporting and inclusion in future agenda.

Date of next meeting – TBC