

Clerk to the Council: Emma Fulham

Goods Yard House

Edenbridge Road, Hartfield, TN7 4JG

01342 822404

01892 771140

parishclerk@hartfieldonline.com

20th November 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 30th November 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 year to date and budget in light of Covid-19 crisis.
6. To report on ear marked and general reserve.
7. To receive internal audit report.
8. To receive bank reconciliation.
9. To review risk assessment.
10. Matters for reporting and inclusion in future agenda.

Date of next meeting – TBC