



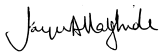
TERLING AND FAIRSTEAD PARISH COUNCIL

Parish Clerk: Jayne Halfhide

Phoenix House · Fairstead · Essex CM3 2AT

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To: Members of Terling and Fairstead Parish Council Finance Committee You are hereby summonsed to attend a meeting of Terling & Fairstead Planning Committee which will be held at **7:30pm on Monday 20th June 2016 at Copse Rise, The Street, Terling.** Members of the press and the public are cordially invited to attend. Members of the full Council are also welcome to attend.

J Halfhide, Clerk to Terling and Fairstead Parish Council, 
14th June 2016

AGENDA

1. ***Appointment of Chairman of Meeting***
2. ***Apologies for Absence – Robin Dixon***
3. ***Declaration of Interests*** - to receive any Disclosable Pecuniary Interests, Other Pecuniary Interests, or Non Pecuniary Interests relating to items on the agenda.
4. ***Meeting Open to the Public*** - members of the public are welcome to address the Committee, at the discretion of the Chairman, concerning any issue relating to items on the agenda, or any other Parish Council finance matter.
5. ***Approval of Minutes of Last Finance Committee Meeting held on 4th April 2016***
6. ***Village Hall Deeds*** – update from Clerk
7. ***Transparency Compliance Grant Funding*** – update from Clerk
8. ***Transparency Code Compliance*** (deadline 1st July 2016) – update from Clerk
9. ***Review of Internal Audit and Review of the Effectiveness of Internal Control***
10. ***RFO to sign Accounting Statement prior to presentation to full Council on 28th June***
11. ***Workplace Pension for New Clerk***
12. ***Business & Financial Risk Assessment Review due 1st July 2016***
11. ***Information / Next Agenda items***
 - Business & Risk Assessment due early July 2016
 - Financial Regulations and Standing Orders need updating to incorporate Transparency Code regulations
12. ***Date of next meetings***

28th June, Parish Council Meeting – The Gallery Room at The Square and Compasses, Fuller Street,
9th August, Parish Council Meeting – Terling Village Hall