



TERLING AND FAIRSTEAD PARISH COUNCIL

Parish Clerk: Frankie Killby

16 Vicarage Avenue, White Notley, Essex CM8 1SA

Tel: 01376 584640 · Email: clerk@terlingandfairsteadpc.co.uk · www.terlingandfairstead.org.uk

To: Members of Terling and Fairstead Parish Council Finance Committee. You are hereby summonsed to attend a meeting of Terling & Fairstead Finance Committee which will be held at **7:30pm on Monday 26th June 2017 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.

F Killby, Clerk to Terling and Fairstead Parish Council,

20th June 2017

AGENDA

1. *Apologies for Absence*
2. *Declaration of Interests* - to receive any Disclosable Pecuniary Interests, Other Pecuniary Interests, or Non Pecuniary Interests relating to items on the agenda.
3. *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.
4. *Approval of Minutes of Last Finance Committee Meeting held on 8th February 2017*
5. *Review of Internal Audit and Review of the Effectiveness of Internal Control*
6. *RFO to sign Accounting Statement prior to presentation to full Council on 27th June 2017*
7. *Workplace Pension/Salary Review - Clerk/RFO*
8. *Salary/Contract Review - Handymen*
9. *Information / Next Agenda items*
10. *Date of next meetings*
 - 7.30 pm, 27th June, Parish Council Meeting – Terling Village Hall
 - 7.30 pm, 8th August, Parish Council Meeting – Square and Compasses,
 - 7.30 pm 19th September, Parish Council Meeting, Terling Village Hall