

**Stoke Mandeville Parish Council**  
*Clerk: Mrs Sarah Copley*  
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**To: Finance & Governance Committee Members:** Cllrs A Clark, D Starr, S Watson, J Hunt

**NOTICE OF MEETING**

You are hereby summoned to attend a meeting of the **FINANCE AND GOVERNANCE COMMITTEE** of **STOKE MANDEVILLE PARISH COUNCIL** to be held in the Committee Room at the Community Centre, Eskdale Road, Stoke Mandeville on **Tuesday 15<sup>th</sup> July 2014**, commencing at 7.30pm.

Sarah Copley, Clerk to the Parish Council  
10<sup>th</sup> July 2014

**AGENDA**

- 1. ELECTION OF COMMITTEE CHAIRMAN FOR 2014-15**
- 2. APOLOGIES**
- 3. DECLARATIONS OF INTEREST** - To declare any non registered personal or pecuniary interests regarding the Agenda.
- 4. MINUTES** - To approve the minutes of the meeting held on Tuesday 15<sup>th</sup> July 2014, copy attached and to note actions taken.
- 5. TERMS OF REFERENCE** – To review the terms of reference for the Committee (copy enclosed)
- 6. FINANCIAL MANAGEMENT**
  - a) To consider the recommendations of the Internal Auditor (copy enclosed)
  - b) To review the latest bank reconciliation and statements (to be tabled)
  - c) To review the first quarter spend against the budget (copy enclosed)
  - d) To review the Parish Improvement budget
  - e) To consider application for a debit card for use by the Clerk
  - f) To consider procedure for deposits for field hires
  - g) To consider pension arrangements for Clerk
- 7. COUNCIL POLICIES**
  - a) To consider a Health and Safety Policy – draft to follow
  - b) To review the list of policies (copy enclosed)
- 8. MEETING DATES FOR 2015**

To consider setting meeting dates for 2015 – 20<sup>th</sup> January, 21<sup>st</sup> April, 7<sup>th</sup> July, 6<sup>th</sup> October, 24<sup>th</sup> November
- 9. DATE OF NEXT MEETING** - The date of the next meeting is Tuesday 7<sup>th</sup> October 2014