

**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 28<sup>th</sup> October 2014**, commencing at 7.30pm.

Sarah Copley, Clerk to the Parish Council  
23<sup>rd</sup> October 2014

**AGENDA**

**1. APOLOGIES**

**2. DECLARATIONS OF INTEREST** - To declare any non registered personal or pecuniary interests regarding the Agenda.

**3. MINUTES** - To approve the minutes of the meeting held on Tuesday 15<sup>th</sup> July 2014, copy attached and to note actions taken.

**4. TERMS OF REFERENCE** – To review the terms of reference for the Committee (copy enclosed)

**5. FINANCIAL MANAGEMENT**

- a) To review the latest bank reconciliation and statements (to be tabled)
- b) To review the current spend against the budget (copy enclosed)
- c) To consider requirements for 2014-15 budget to assist the Council with budget planning and setting the precept level
- d) To note any other financial issues

**6. COUNCIL POLICIES**

- a) To consider and review the following draft policies in order to make a recommendation to the Council:
  - Health and Safety Policy
  - Internal Audit Policy
  - Data Protection and Information Security Policy
- b) To consider revising the Standing Orders following new legislation relating to recording council meetings
- c) To review the list of policies (copy enclosed)

**7. 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

**8. DATE OF NEXT MEETING** - The date of the next meeting is Tuesday 25<sup>th</sup> November 2014