

Clerk:
Mrs A J Young
Telephone/Fax:
01223 235906
E mail: clerk@hisimp.net



PARISH OFFICE
NEW ROAD
IMPINGTON
CAMBRIDGE
CB24 9LU

5th May 2009

To members of the Committee:

You are hereby summoned to attend a meeting of the **FINANCE COMMITTEE** at the Parish Office, New Road, Impington on **Tuesday 12th May 2009** due to commence at 7.30 p.m. for the purpose of transacting the following business.

FINANCE COMMITTEE AGENDA

- 1 APOLOGIES FOR ABSENCE
- 2 MEMBERS' DECLARATIONS OF INTEREST for items on the agenda
- 3 ELECTION OF CHAIRMAN FOR 2009 – 2010
- 4 TO SIGN AND APPROVE MINUTES OF MEETING 9 JANUARY 2009 – minutes attached **For decision**
- 5 MATTERS ARISING FROM PREVIOUS MINUTES (for information only)
Replacement member Cllr G S Payne, although new elections due 18 May
Terms of Reference Cllr Ing working on these
Asset Register up-dated as part of audit
National Savings Mandate to be available at meeting
Delegations Policy in place; Donations Policy pending
Accounts Package Training in Quickbooks (via Cllr Parish) on-going. Reports now to be available quarterly through this package, not current quarterly report made by Clerk
Standing Order Review Clerk to look at with Delegations Policy and report to next meeting
- 6 RATIFICATION OF BUDGETS 2009 – 2010 **For decision**
- 7 AGREEMENT TO END OF YEAR FIGURES FOR ANNUAL GENERAL MEETING, ACCEPTANCE OF FOURTH QUARTER BUDGET FIGURES **For decision**
- 8 INTERNAL AUDIT REPORT
- 9 RISK MANAGEMENT PLAN REVIEW, RISK ASSESSMENT REVIEW (Cllr G Payne/Clerk to review)
- 10 OTHER CORRESPONDENCE AND REPORTS RECEIVED Including: Transfer to Orchard Park; Loans List provided for all
- 11 DATE AND PLACE OF NEXT MEETING: Proposed: **Monday 14th JULY 2009**

A J YOUNG - CLERK/PROPER OFFICER 05.05.09