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HISTON PARISH COUNCIL



The Parish Office
New Road
Impington
CAMBRIDGE
CB24 9LU

NOTICE OF MEETING: Finance Committee
TIME: 7.30 p.m.
DATE: Monday 26th July 2010
VENUE: Parish Office, New Road, Impington

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below

Mrs A Young - Clerk to Histon Parish Council
21st July 2010

MEMBERS: 4 + Ex Officio (2) QUORUM: 3

AGENDA

F10/10	To receive and approve apologies for absence	
F10/11	To receive declarations of interest a) Councillors to declare any personal interest in any items on the agenda b) Councillors to declare any personal and/or prejudicial interest in any items on the agenda and to inform the Chairman if they wish to speak on the matter during public participation	
F10/12	To elect a Chairman for the year 2010 – 11	For decision
F10/13	To approve minutes of the meeting of 22 nd April 2010	For decision
	Matters Arising - for Information only	
F10/14.1 14.2 14.3 14.4 14.5 14.6 14.7	<u>Risk Management Review</u> complete. No change required. Review by June 2011 <u>Financial Strategy Review</u> to note review due by Cllrs Parish and Davies by October 2010 <u>Internal Audit</u> year end check due 28 July. Process for Review of Effectiveness of Internal Audit <u>VAT handling and accounting issues</u> response from Customs & Excise <u>Standing Orders Review</u> pending <u>War Memorial land</u> No up-date <u>A3 Colour Photocopier</u> IPC Cllr Ing investigating prices / specifications	To note
F10/15	To accept Reports: <ul style="list-style-type: none"> Quarterly Finance Report - Expenditure v Budgets Audit report from Moore Stephens – Unqualified certificate received 	
F10/16	To adopt Clerk's Delegations Policy	For decision
F10/17	Legal matters up-date: <ul style="list-style-type: none"> Car Park Lease with South Cambridgeshire District Council Open Space issues ("In Committee") 	

F10/18	<p>To receive Reports and Recent Correspondence</p> <p>Chairman's report:</p> <ul style="list-style-type: none"> • BT Line Rental and other options • Office staffing proposals October – March 2011, for recommendation to Council ("In Committee") <p>Clerks report:</p> <ul style="list-style-type: none"> • Office cleaning contract review • Small Business Rate Relief increase details 	
F10/19	<p>Date of next meeting: Monday 25th October 2010</p>	
	<p>Close of meeting</p>	

Members of the public and press are welcome to attend the meeting
Minutes and supporting notes may only be supplied to Councillors. Available on request