



Leicester Forest East Parish Council

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Clerk to the Parish Council:
Mrs H E Mann

22nd October 2019

You are summoned to attend a Finance, Policies and LiFE Magazine Committee Meeting to be held on Tuesday 29th October 2019 in the Reg Neal Meeting Room, Parish Hall, Kings Drive, Leicester Forest East, commencing at 7.00pm.

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

AGENDA

- Fin 19.21 To receive apologies for absence
- Fin 19.22 To receive Disclosures of Interest in accordance with the Code of Conduct
- Fin 19.23 To adjourn the meeting to receive Questions from the Public
- Fin 19.24 To confirm the Minutes of the Finance, Policies and LiFE Committee Meetings held on Wednesday 31st July 2019 and 8th January 2019 as true records
- Fin 19.25 To discuss matters arising from those minutes:
 - (a) Autumn Edition of LiFE magazine
 - (b) Pension refund form LCC Pensions
 - (c) Accountancy Package
 - (d) Bank Update
- Fin 19.26 To review the Management Accounts
- Fin 19.27 To review Payroll Bureau Services
 - To discuss audit matters
 - (a) External, and
 - (b) Internal
- Fin 19.28 To discuss the Fixed Asset Register
- Fin 19.29 To review Risk Management
- Fin 19.30 To discuss s. 106 proposals for spending and 'wish list'
- Fin 19.31 To discuss the Budget Process
- Fin 19.32 To decide if the Council wish to apply for a credit card with Unity Bank
- Fin 19.33 To review:
 - (a) the Equal Opportunities (Equality) Policy
 - (b) Financial Regulations
 - (c) Financial Risk Assessment
- Fin 19.34 To consider implementing a Grants Policy
- Fin 19.35 To discuss Regular Hall Hirers
- Fin 19.36 Date of next meeting – tba

Mrs H E Mann
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