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www.newlands-pc.gov.uk  
Clerk to the Council: Mr Tony Daniells

Date: 4 July 2019

You are summoned to attend the **FINANCE COMMITTEE MEETING**  
of NEWLANDS PARISH COUNCIL as detailed below:

*Tony Daniells*  
Clerk to the Council

TIME, DATE AND LOCATION	<b>7.30 pm THURSDAY 11 JULY 2019</b> <b>Wellington Vale, Darnel Road, Waterlooville, PO7 7TY</b>
MEMBERS:	Cllrs Fiona Tingle (Chairman), Olivia Barneveld, Tony Berry, Adam Carden, David Crichton, Jason Parry, and Lewes Price

- 1 Apologies: To receive any apologies for absence
- 2 Declarations of Interest: Arising from this Agenda, Members and Officers are invited to declare any relevant interests. Notwithstanding this item, Members may subsequently declare an interest at any point during the meeting.
- 3 Election of a Vice-Chairman for the Finance Committee: To elect a Vice-chairman for the Finance Committee for the municipal year 2019-2020.
- 4 Public Participation: The meeting will recess for not more than 15 minutes so as to allow any members of the public to address the meeting.
- 5 Roles and Responsibilities: To discuss and agree
  - i. Terms of reference for the Finance Committee
  - ii. Roles and responsibilities of the Responsible Finance Officer.
  - iii. Roles and responsibilities of the Internal Auditor for the Parish of Newlands
- 6 Appointment of Internal Auditor: To discuss the appointment of an Internal Auditor
- 7 Review of Policies: To review Policies relevant to the Finance Committee and consider any changes.
- 8 Budget Review:
  - a) To review the 2019/20 budget items and timing of spend
  - b) To consider any additional spend in 2019/20 and how to fund this.
- 9 Financial Reporting: To discuss the frequency and method of reporting the financial position of Newlands Parish Council. **To consider and agree.**
- 10 Parish & Town Council Investment Fund: To review, discuss and consider any call on the fund. **To consider and determine any action.**
- 11 **Any other report which the Chairman deems urgent or for inclusion on the next agenda – NO DECISIONS can be made.**