
Hollinswood and Randlay Parish Council

Clerk: Katrina Baker MBE MILCM

24th May 2019

Councillor S Unwin
Councillor S Snell
Councillor C Turley

Councillor H Unwin
Councillor S Vaughan-Hodkinson

To: All Members of the Finance and Audit Committee

You are invited to the first meeting of the Finance and Audit Committee Meeting which will take place at **Hollinswood Neighbourhood Centre on Thursday, 30th May 2019** at 8.00p.m for the business listed in the Agenda which follows.

Katrina Baker
Clerk to the Council

A G E N D A

1. Welcome
2. Apologies for absence and to consider the necessary approval
3. To elect the Chairman for 2019/20
4. Declaration of Acceptance of Office
5. To elect the Vice Chairman for 2019/20
6. Declaration of Acceptance of Office
7. To confirm the Terms of Reference
8. To record Declarations of Interest related to any matters on the Agenda
9. To confirm the Minutes of the meeting held on 4th March 2019
10. To receive information relating to any Matters Arising from the Minutes (not otherwise included on the Agenda)
11. End of Year accounts for the 2018/2019 financial year.
 - a) Explanation of Variances
 - b) Confirmation of Accounting Statements and Annual Return
 - c) Notice of Public Rights and Publication dates
12. To confirm the budget for 2019/20
13. Financial Reports
14. CCLA Investment
15. Update on Insurance Policy and cover for volunteers, including Councillors.

Hollinswood Neighbourhood Centre, 7 Downemead, Hollinswood, Telford TF3 2EW Tel: 01952 567961
E-mail:- enquiries@harpc.org.uk Website:- www.hollinswoodandrandlaypc.org.uk

Hollinswood & Randlay Parish Council and Telford & Wrekin Council have signed up to a Parish Charter –
A commitment by all to work together for the benefit of the wider community.

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14. Any Other Urgent Business (at the discretion of the Chairman)

15. Date of the next meeting

22nd July 2019

8pm

Hollinswood Neighbourhood Centre



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