

# MELBOURN PARISH COUNCIL

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Clerk: Simon Crocker  
Melbourn Parish Council  
Melbourn Community Hub  
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Please note: New Parish Office opening hours: **Monday: 10.00-1.00, Wednesday: 10.00-1.00, Friday: 10.00-12.00**  
Alternatively, please call to arrange an appointment.

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6 June 2018

## Dear Councillor

You are hereby summoned to attend a meeting of the **Finance and Good Governance Committee** to be held on **Monday, 11 June 2018** at 7.30pm in the large upstairs meeting room of Melbourn Community Hub for the purpose of transacting the following business:

## To Members of the Public and Press

You are hereby invited to attend a meeting of the **Finance and Good Governance Committee** to be held on **Monday, 11 June 2018** at 7.30pm in the large upstairs meeting room of Melbourn Community Hub for the purpose of transacting the following business:

*Simon Crocker*

Simon Crocker, Parish Clerk to the Parish Council

## AGENDA

- FG001/18 To receive nominations and to elect the Chair of the Finance & Good Governance Committee**
- FG002/18 To receive nominations and to elect the Vice-Chair of the Finance & Good Governance Committee**
- FG003/18 To receive and approve apologies for absence**
- FG004/18 To receive any Declarations of Interest and Dispensations**
- a) To receive declarations of interest from councillors on items on the agenda  
b) To receive written requests for dispensations for disclosable pecuniary interests (if any)  
c) To grant any requests for dispensation as appropriate
- FG005/18 To approve the minutes of the Finance & Good Governance Committee Meeting on 9 Jan 2018**
- FG006/18 To report on the minutes of the Finance & Good Governance Committee Meeting on 9 April 2018**
- FG007/18 Public Participation: (For up to 15 minutes members of the public may contribute their views and comments and questions to the Parish Council – 3 minutes per item)**
- FG008/18 Policies:**
- a) To review the Terms of Reference of the Finance & Good Governance Committee  
b) To consider draft updated standing orders based on the newly released model (April 2018)  
c) To consider a draft CCTV policy  
d) General Data Protection regulations: To receive a report from the Parish Clerk on readiness.
- FG009/18 Finance Matters:**
- a) To review the priority maintenance spend programme  
b) To consider the Parish Councils strategy for renewing insurance provision
- FG010/18 Governance and Accountability Matters:**
- a) To consider appointing Canalbs Ltd to undertake a mid-term audit and compliance visit  
b) To consider the mechanism for reviewing the effectiveness of internal audit
- FG011/18 Parish Council Website: To consider readiness to change hosting companies**
- FG012/18 Maintenance Contracts: To receive an update from the Parish Clerk**