

# MELBOURN PARISH COUNCIL

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16 September 2020

Dear Councillor

You are hereby summoned to attend a meeting of the **Finance and Good Governance Committee** to be held on **Monday, 21 September 2020**, at 7.30pm via Zoom meeting <https://zoom.us/j/93531054593> 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, 21 September 2020**, at 7.30pm via Zoom meeting <https://zoom.us/j/93531054593> or the purpose of transacting the following business. Members of the public are requested to submit their views, comments or questions in writing to the parish office in advance of the meeting:

 - Parish Clerk to the Parish Council

## AGENDA

- FG014/20 To receive and approve apologies for absence**
- FG015/20 To receive any Declarations of Interest and Dispensations**
  - Members are reminded that they are required to ensure their Declaration is updated within 28 days of any change in circumstances.***
  - 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
- FG016/20 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)**
- FG017/20 To approve the minutes of the Finance & Good Governance Committee Meeting held on 22 June 2020**
- FG018/20 To report back on the minutes of the Finance & Good Governance Committee Meeting held on 22 June 2020**
- FG019/20 To consider an updated asset register**
- FG020/20 To consider quotations for, and timing of, building valuations**
- FG021/20 To consider quotations for insurance renewal**
- FG022/20 To receive a report on the replacement of the Parish Van**
- FG023/20 To consider the effectiveness of the internal audit**
- FG024/20 Internal control effectiveness review – to discuss timing and mechanisms**
- FG025/20 Policies: To consider and review policies as per Policy Review Schedule:**
  - a) Investment policy
  - b) Employment Policy
  - c) Finance & Good Governance Committee Terms of Reference
  - d) Financial Risk Assessment
- FG026/20 To note date of next meeting: 21 December 2020**