

Councillors are summoned to a meeting of the
Finance Committee of the Parish Council on
Tuesday 3 March 2020 beginning at 7.03pm in Sancroft Hall

Members of the public and press are welcome to attend. The meeting may be recorded. The council's policy on recording is on its website. Also, a paper copy of the policy will be available on the night of the meeting.

AGENDA

- 1 Welcome from the Chair
- 2 To receive apologies and give approval for absences
- 3 To receive members' declarations of interest and requests for dispensations
- 4 Minutes of the previous meeting
 - 1 Resolve to accept these as a true record of the meeting
 - 2 Actions and progress since the previous meeting
 - Corrected workbook used by responsible financial officer (RFO)
- 5 To review income and expenditure against budget plan for up to end of February
- 6 To review actions taken resulting from internal audit report for 2018-2019
- 7 To review actions taken resulting from external audit report for 2018-2019
- 8 To receive risk assessments for 2019-2020
- 9 To review cemetery fees
- 10 To consider applications for grants from parish-based organisations
- 11 To consider matters brought by committee members or the RFO that are:
 - 1 urgent - must be discussed this afternoon (please notify the clerk asap)
 - 2 for inclusion on a future agenda



Friday, 28 February 2020

Mr A J Parris, clerk to Fressingfield Parish Council
The Stooks, Feaveryears Yard, Fressingfield. IP21 5PG

Tel: 01379 586745
Email: clerk.fresspc@gmail.com

Filming and Recording Parish Council Meetings, Committees and Sub Committees

1. The public are permitted to film or record proceedings at open elements of meetings.
2. Please contact the clerk to the council beforehand to inform him/her that you will be filming/recording.
3. You must not disrupt the meeting in any way. The Chair has authority to exclude from the meeting anyone behaving in a disruptive manner, whether arising from recording activities or otherwise.
4. You may not film or record children or young people under the age of 18 unless you have written consent provided by their parents/guardians and presented to the clerk in advance of the meeting. This also applies to vulnerable adults.
5. Anyone recording a meeting is requested to focus only on recording councillors, officers, and those members of the public who have not been identified as being under the age of 18 or a vulnerable adult.
6. The Council requests that all recording is clearly visible to anyone at the meeting.
7. The use of digital and social media recording tools, for example, Twitter or audio recording, is allowed.
8. You may not interrupt a Council meeting by asking questions; asking for repetition; asking to speak clearly or by making comments for the recording.
9. You must not leave equipment unattended. You are responsible for your equipment at all times.
10. If using a device larger than a smart phone, tablet or compact camera the person wishing to make the recording is requested to contact the Clerk prior to the meeting so that reasonable adjustments can be made.
11. Reporting and recording does not include an oral report or oral commentary about a meeting as it takes place, without permission