



Stoke Mandeville Parish Council

email: clerk@stokemandeville-pc.gov.uk or telephone 01296 613888

NOTICE OF A MEETING OF THE FINANCE AND GOVERNANCE COMMITTEE

To: Cllrs Butler, Clark, Hunt, Kirve, Stewart and Wood

You are hereby summoned to attend a meeting of the **FINANCE AND GOVERNANCE COMMITTEE** of **STOKE MANDEVILLE PARISH COUNCIL** to be held remotely via the Teams platform on **Tuesday 9th June 2020**, commencing at **7.30pm**.

A.Skeggs

Tony Skeggs, Clerk and RFO to the Council
4th June 2020

Members of the Public and Press are welcome to attend.

AGENDA

1. **ELECTION OF CHAIRMAN**
2. **APOLOGIES FOR ABSENCE** – to receive any apologies for absence.
3. **DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION** - To declare any non-registered pecuniary or personal interests regarding the Agenda
4. **MINUTES** - To approve the minutes of the previous meeting held on 11th February 2020, attached.
5. **INTERNAL AUDITOR REPORT FOR 2019/20**
 - a) To consider the internal auditor letter, attached.
 - b) To consider the internal auditor observations / recommendations report, attached.
6. **COUNCIL POLICIES**
 - a) To review the Council's Financial Regulations, attached.
 - b) To consider the redrafted "Travel Expenses" policy, attached.
 - c) To consider the draft "Remote Meetings – Code of Conduct", attached.
 - d) To receive an update on the Risk Register and Register of Policies.
7. **ASSET REGISTER**
 - a) To review the Council's Asset Register, attached.
 - b) To determine a programme of asset verification.
8. **SCHEME OF ALLOWANCES**

To consider the Buckinghamshire Council's Remuneration Report on Town and Parish Council's Allowances, attached.
9. **2020/21 ANNUAL BUDGET**

To note the 2020/21 annual budget, attached.
10. **TWO AREAS OF OPEN SPACE IN HAWKSLADE**

To consider what action, if any, is required regarding the sale by auction of open space land at Lodden Close and Bowmont Drive, Hawkslade.
11. **DATE OF NEXT MEETING**

To consider holding a meeting on the 18th August 2020 which is prior to the next meeting due to be held on Tuesday 13th October 2020.