



BARHAM PARISH COUNCIL

Members of the Finance Committee for Barham Parish Council are hereby summoned to attend the Parish Council Finance Committee Meeting to be held on Monday 4th February 2019 at 7.30pm at Claydon and Barham Village Hall to transact the business as set out below

AGENDA

1. QUESTIONS FROM THE PUBLIC RELATING TO ANY ITEM OF THE AGENDA
2. APOLOGIES
3. COUNCILLORS DECLARATION OF INTEREST APPROPRIATE TO ANY ITEM ON THE AGENDA
4. TO APPROVE THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 5TH November 2018 (see attached)
5. FINANCE
 - a. Monthly Payments – to agree this month's payments
 - b. Monthly reconciliation – to approve January's bank reconciliation
 - c. Use of reserves
 - d. Payroll Service Level Agreement – to review and sign
 - e. Donation requests – to agree requests received
 - f. Purchase of new waste bins for the village
6. REVIEW RISK ASSESSMENT DOCUMENT - to review, update if necessary and agree the parish's Risk Assessment document for recommendation to Full Council
7. REVIEW ASSET REGISTER DOCUMENT – to review, update if necessary and agree the Parish's Asset Register for recommendation to Full Council
8. STREET CLEANING & GRASS CUTTING – to update on provision of these services
9. CORRESPONDENCE – to receive any correspondence relevant to this committee

Mrs J Culley
Parish Clerk

Barham Parish Council, 23 Old Rectory Close, Suffolk, IP6 0PY
Parish Clerk: Mrs Joanne Culley, Tel: 07958 402335 Email: barhampc@outlook.com
Website: <http://claydonandbarham.onesuffolk.net>