



# ST MEWAN PARISH COUNCIL

[www.stmewanparishcouncil.org.uk](http://www.stmewanparishcouncil.org.uk)

7<sup>th</sup> October 2016

## To all Members of the Public

Dear Sir or Madam,

You are hereby invited to a **Finance, Staffing, General Purposes and Audit Committee Meeting of St Mewan Parish Council** to be held at **Trewoon Village Hall** on **Thursday 13<sup>th</sup> October 2016** commencing at **7.00pm** for the purpose of transacting the following business.

Yours faithfully

Mrs W Yelland  
Parish Clerk/RFO

*Press & Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.*

## AGENDA

1. **Election of Chairman 2016/2017**
2. **Apologies**  
*To receive & accept apologies*
3. **Declaration of Interest<sup>1</sup>**
4. **Public Participation<sup>2</sup>**
5. **Matters Arising (Information Only)**
6. **Terms of Reference for the Finance, Staffing, GP and Audit Committee**
7. *To approve and adopt the draft terms for recommendation and ratification at Full Council (tabled)*
8. **Internal Control Check**

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<sup>1</sup> *In accordance with Section 131 of the Localism Act 2011, Members are required to disclose Pecuniary Interests. In addition, Members are required to disclose Non Registerable Pecuniary Interests and hospitality and gifts over the value of £10.*

<sup>2</sup> *Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. The designated time will be 15 minutes and no longer than 5 minutes per person. This time may be extended at the discretion of the Chairman.*

overleaf

*To approve and adopt the draft terms (previously circulated) for recommendation and ratification at Full Council.*

**9. Financial Regulations**

*To approve and adopt the continued use of Financial Regulations with the updated changes as per National Association of Local Councils dated January 2016 (previously circulated) for recommendation and ratification at Full Council.*

**10. Risk Assessment**

*To approve and adopt the continued use of Risk Assessment with updated changes for recommendation and ratification at Full Council.*

**11. Payment of Accounts**

*To approve payments as presented required prior to Full Council meeting*

**12. Preparation of Budget and Precept April 2017/2018**

*Preliminary discussion on income with associated expenditure required to deliver the services in the Parish of St Mewan for the new financial year.*

**13. Correspondence received up to time of meeting (Information Only)**

*In view of the confidential of the business about to be transacted we ask that the press and public be excluded and are instructed to withdraw during the discussion of the following item.*

**14. Staffing**

*Clerk to receive further employment details*

**WORKING FOR THE PARISH OF ST MEWAN**