

Dear Member,

3<sup>rd</sup> June 2009

You are summoned to attend a meeting of Plaistow and Ifold Parish Council – **FINANCE COMMITTEE** to be held on **THURSDAY 11<sup>th</sup> JUNE 2009 at 7.30pm at KELSEY HALL, IFOLD** to discuss the items shown on the agenda below.

**Committee Members** – Mr Clement, Mr East, Mr Kirby, Mr Laidlaw, Mr Lugton and Mr Wheeler

Yours sincerely,

Sue Kemp – Parish Clerk

## **AGENDA**

### **COMMENTS AND QUESTIONS FROM THE PUBLIC**

- 1. To receive Apologies for absence**
  
- 2. To appoint a Chairman to the Committee**
  
- 2. To note any Declarations of Interest by Members in relation to the business to be transacted**
  
- 3. To consider Year End Accounts of 2008/2009 -**
  - (a) details of 5% random spot check
  - (b) Internal Audit matters –
    - (i) Internal Auditor's Report
    - (ii) Annual Performance Review of Internal Audit
  - (c) Risk Assessment
  - (d) Annual Return –
    - (i) Section 1 – Statutory Statement of Accounts
    - (ii) Section 2 – Annual Governance Statement
  
- 4. To review the Parish Council's current insurance arrangements**
  
- 5. Date of next meeting -**  
Tuesday 20<sup>th</sup> October 2009 at 7.30pm at Winterton Hall