

BUCKHURST HILL PARISH COUNCIL

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13 June 2018

A meeting of the **FINANCE & ESTABLISHMENT COMMITTEE** will be held at **8.00pm** on **Thursday 21 June 2018** at **Buckhurst Hill Library**, 165 Queens Road, Buckhurst Hill and you are hereby summoned to attend. Members of the public and press are invited to be present and the following business will be transacted.

Julie Taylor

For Mr K O'Brien
Clerk to the Council

AGENDA

1. **ELECTION OF VICE-CHAIRMAN**
To propose and second nominations for the office of Vice-Chairman of the Committee and if there is more than one nominee to vote thereon.
2. **APOLOGIES FOR ABSENCE**
To receive apologies for absence.
3. **DECLARATIONS OF INTEREST**
To receive declarations of interest from Members in any item on the agenda, in accordance with the Members' Code of Conduct.
The Code of Conduct requires Members who have declared a pecuniary interest in an item to withdraw from the room while that item is being considered.
4. **MINUTES**
To approve the minutes of the meeting held on 13 March 2018, circulated, and to authorise their signing by the Chairman.
5. **PUBLIC PARTICIPATION**
To hear representations from members of the public
The maximum time allowed for this item is 15 minutes (approximately 3 minutes per speaker); at the close of this item members of the public will no longer be permitted to address the Council.
6. **CHAIRMAN'S AND CLERK'S COMMUNICATIONS**
To receive communications from the Chairman of the Committee or Clerk to the Council. Please note that no decisions can be made under this item, as that business must be specified on the agenda

7. FINANCE

1a) To receive and discuss the reports of the Council's financial position as at 31 March (year-end): Income & Expenditure, Bank Reconciliations and Trial Balance, circulated

b) To receive and discuss the reports of the Council's financial position as at 30 April: Income & Expenditure, Bank Reconciliations and Trial Balance, circulated

2 To note payments and receipts for

a) 1 February – 31 March and b) 1 April – 30 April, circulated

3 To note estimated income for the Halls for the first quarter, April - June

Members of the Finance & Establishment Committee:

Councillors: Mr B Nagpal (Chairman), Mr S Clark, Mr S Neville, Mrs S Patel, Miss G Reynolds, Mrs J Share-Bernia, Mr R Sparrowhawk, Miss S Watson