



The relevant members are requested to attend the meeting of the following committee, to be held in the Feignies Room on **Monday, 11 February 2019** for the purpose of conducting the business on the agenda below. The order of business may be changed.

Finance & Risk: 7.00pm

Finance Officer

1 February 2019

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AGENDA

1. Apologies
2. Declarations of Interest
3. Minutes
4. Matters Arising
5. Staffing Matters:
 - a) Sub-Committee Minutes
 - b) Other Staffing Issues
6. Accounts Q3:
 - a) Management Accounts
 - b) Bank Reconciliation
 - c) Aged Debtor List
 - d) Reserves
7. Expenditure for Approval
8. Concessions on Hire Fees
9. Internal Audit – Interim Report
10. Risk Management:
 - a) Risk Assessment Review – Village Hall Complex (General)
 - b) Other Risk Management Issues
11. Annual Reviews:
 - a) Health & Safety Policy
 - b) Child Protection Policy
 - c) Conditions of Hire
 - d) Keyholding/Security Arrangements
 - e) Smoking Policy
 - f) Food Safety Policy
 - g) Burial Ground Regulations
 - h) Fire Log
12. Correspondence