

Bovingdon Parish Council

Parish Council Office
Memorial Hall
High Street
Bovingdon
Herts HP3 0HJ



Tel: 01442 833036
Email: office@bovingdonparishcouncil.gov.uk
Website: www.bovingdonparishcouncil.gov.uk

PARISH OF BOVINGDON

NOTICE OF MEETING OF FINANCE & GENERAL PURPOSES COMMITTEE

Dear Councillor,

I hereby give you notice that the next meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** of the above-named Parish will be held in The Memorial Hall, Bovingdon on **TUESDAY 18th FEBRUARY 2025 starting at 18.00**

All members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Dated this day 12th February 2025

Gemma Coventry

Clerk to the Council

To:

Councillor Graham Barrett
Councillor Mike Foulds
Councillor Nic Leon
Councillor Julie Steer
Councillor Dave Stent
Councillor Phil Walker

Business to be transacted as on attached sheet

Bovingdon Parish Council

Parish Council Office
Memorial Hall
High Street
Bovingdon
Herts HP3 0HJ



Tel: 01442 833036
Email: office@bovingdonparishcouncil.gov.uk
Website: www.bovingdonparishcouncil.gov.uk

TO MEMBERS OF THE FINANCE & GENERAL PURPOSES COMMITTEE

You are hereby summoned to the Meeting of the Finance & General Purposes Committee, which will be held in the Memorial Hall, Bovingdon on **TUESDAY 18th FEBRUARY 2025 starting at 18.00.** to transact the business set out in the attached Agenda:

AGENDA

1. Apologies for Absence
2. Declaration of Interests
3. Minutes of the Meeting of the Finance & General Purposes Committee held on Wednesday 18th December 2024
4. Matters arising from the Minutes of the Meeting of the Finance & General Purposes Committee held on Wednesday 18th December 2024 not on the agenda
5. PC / MH invoices to be signed
6. Rialtas reports since last finance meeting
 - a. Approve all MH/PC Rialtas reports produced since last Finance meeting across all accounts
 - Bank Reconciliation Statement - Current a/c MH / PC
 - Bank Reconciliation Statement - as required for Deposit, Hampshire Trust, Skipton for MH / PC accounts
 - Bank Reconciliation (list of payments / receipts) - Current a/c MH / PC
 - Bank Reconciliation (list of payments / receipts) - as required for Deposit, Hampshire Trust, Skipton or MH / PC accounts
 - Detailed Income & Expenditure by Budget Heading – Cost Centre Report - Current a/c MH / PC
 - Detailed Income & Expenditure by Budget Heading – Cost Centre Report - as required for Deposit, Hampshire Trust, Skipton or MH / PC accounts
 - Bank - Cash and Investment Reconciliation - Current a/c MH / PC
 - Bank - Cash and Investment Reconciliation - as required for Deposit, Hampshire Trust, Skipton or MH / PC Accounts
7. Update on VAT
8. Documentation review -
 - Financial Regulations
 - BPC General Financial Risk Assessment
 - Financial Standing Orders.

Bovingdon Parish Council

Parish Council Office
Memorial Hall
High Street
Bovingdon
Herts HP3 0HJ



Tel: 01442 833036
Email: office@bovingdonparishcouncil.gov.uk
Website: [www: bovingdonparishcouncil.gov.uk](http://www.bovingdonparishcouncil.gov.uk)

9. Any other urgent business
10. Date of next meeting – to be arranged

To consider passing a resolution in the following terms:

Exclusion of the public

Part II - That under S 4 (A) of the Public Bodies (Admissions to Meetings) Act 1960 the public be excluded during the item(s) in Part II of the agenda for this meeting, because it is likely, in view of the nature of the business to be transacted, that if members of the public were present during these items there would be disclosure to them of information relating to: