
Hollinswood and Randlay Parish Council

Finance & Audit Committee

Clerk: Katrina Baker MBE MILCM

31st May 2023

Councillor S Unwin

Councillor J Johnson

Chairman of Climate Change

Councillor H Unwin

Councillor S Snell

Chairman of Asset & Property Committee

To: All Members of the Finance and Audit Committee

You are invited to the first meeting of the Finance and Audit Committee Meeting for 2023/24 which will take place at **Hollinswood Neighbourhood Centre** on **Monday, 5th June 2023 at 8.00p.m** for the business listed in the Agenda which follows.

Katrina Baker
Clerk to the Council

A G E N D A

1. Welcome
2. Election of Chairman
3. Declaration of Acceptance of Office
4. Apologies for absence and to consider the necessary approval
5. Election of Vice Chairman
6. Declaration of Acceptance of Office
7. To record any Declarations of Interest, over and above the registered list
8. To confirm the Terms of Reference for the Committee

Hollinswood Neighbourhood Centre, 7 Downmead, Hollinswood, Telford TF3 2EW Tel: 01952 567961

E-mail:- enquiries@harpc.org.uk Website:- www.hollinswoodandrandlaypc.org.uk

Hollinswood & Randlay Parish Council and Telford & Wrekin Council have signed up to a Parish Charter –
A commitment by all to work together for the benefit of the wider community.

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9. Minutes of the meeting held on 27th February 2023
10. Matters Arising, for information, not already included on the Agenda
11. Financial Reports
 - a) To receive the current balances and investment details
 - b) Confirmation of the End of Year Accounts and AGAR submission
12. Governance Reports
 - a) To arrange Internal Audit visits
 - b) To confirm the Risk Management Policy
 - c) To receive any accidents or near miss reports
13. Other urgent matters (at the discretion of the Chairman)
14. To confirm the date of the next meeting
 - 3rd July 2023
 - 8pm
 - Council Chamber