

## Itchen Valley Parish Council

### (Serving the villages of Avington, Easton, Itchen Abbas and Martyr Worthy) Notice of Meeting

I hereby give you notice that the next meeting of the Finance & General Purposes Committee will be held in Itchen Abbas & Avington Village Hall on Tuesday 17<sup>th</sup> April and will begin at 7.45/8.00 pm. The business to be transacted is:

### AGENDA

No	Agenda Description	Lead Cllr	Attached (A) To Be Attached (TBA) Tabled (T) Link (L)
1	Apologies		
2	To approve the minutes of the meeting of 13 <sup>th</sup> March and consider any matters arising: Risk Register Asset Register	AW/ALL	A
3	Bills to Pay	AW	T
4	To Consider 2017/18 Accounts and Narrative for Presentation at Annual Parish Meeting	YR	T
5	To agree the responses to the Annual Governance Return for recommendation to Full Council on 2nd May 18. * To note the completion of the Annual Return by 7 <sup>th</sup> June 18 at Full Council.	AW	T
6	To prepare for annual Internal audit	AW/All	T
7	To Review Itchen Valley Parish Council Standing Orders	PA/AW	TBA
10	To Review Itchen Valley Parish Council Financial Regulations	YR/AW	TBA
11	To Review/Update Personnel Policies – Disciplinary, Grievance, Rules for Employees, Recruitment Protocol.		
11	To Review Finance & General Purposes Committee Terms of Reference NB GDPR Responsibilities	YR/AW	TBA
12	To review the F&GP Committee Annual Work Plan. 2017/18 and 2018/19	YR	T
13	Preparation for Annual Parish Meeting – Thursday 26 <sup>th</sup> April 7.00 to 9.00 pm at Easton Village Hall	AW/ALL	T
14	Preparation for Annual General Meeting (AGM) – Wednesday 2nd May at 7.00 to 9.00 pm at Itchen Abbas and Avington Village Hall	AW/YR/ALL	T
15	Any Other Items for Consideration	ALL	T
15	Date and Time of following meeting Wednesday 16 <sup>th</sup> May at Itchen Abbas & Avington Village Hall between 7.45/8.00 pm and 9.00 pm	ALL	T