



COGGESHALL PARISH COUNCIL

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To Councillors: - Claydon, Heaton, Plumb, Unsworth & Walsh

YOU ARE SUMMONED TO ATTEND A MEETING OF THE FINANCE COMMITTEE on Monday **7 February 2022** immediately after a Planning Committee starting at **7.30pm** in the Keys Room, Village Hall, Stoneham Street.

THE PRESS AND PUBLIC ARE WELCOME TO ATTEND.

A G E N D A

Agenda Number	Agenda Item	Appendix Number
FIN 22/01	Those present and apologies for absence	
FIN 22/02	Councillors Declarations To receive any disclosable pecuniary interest, other interests, or non-pecuniary interests to items on this Agenda.	
FIN 22/03	Minutes of previous meetings. To approve the minutes of the Finance Committee meeting of 13 December 2021	App 1
FIN 22/04	Public Participation session with respect to Agenda items and other matters of mutual interest. The maximum time allowed for this item is 15 minutes.	
FIN 22/05	To receive a report from the Responsible Financial Officer's and agree any actions required: - <ul style="list-style-type: none">• Precept request submitted and acknowledged• Banking signatories• Market Rent invoice arrears	
FIN 22/06	To receive an update from the Responsible Financial Officer on the current year Budget	App 2i App 2ii
FIN 22/07	To review and recommend to Full Council approval of the 2021-2022 Risk Assessment	App 3
FIN 22/08	To consider and recommend to Full Council approval of the Internal Controls Review – year end 31 March 2021	App 4
FIN 22/09	To undertake the annual review of the Council's Financial Regulations	App 5
FIN 22/10	To discuss and agree the recommendation to Full Council of the appointment of the Internal Auditor for the 31 March 2021 year end audit	App 6
FIN 22/11	To undertake the annual review of the Council's Regular Payments	App 7

FIN 22/12	To review and recommend to Full Council approval of the Council's Investment Strategy	App 8
FIN 22/13	To undertake the annual review of the Council's Expenses Policy	App 9
FIN 22/14	To review and approve Staff and Councillor expenses paid	App 10
FIN 22/15	To review and approve Petty Cash transactions in relation to Employee and Councillor expenses	
FIN 22/16	Asset Maintenance / Earmarked Reserves Review To receive an update from Cllr Claydon and agree any actions arising	App11 App12
FIN 22/17	The Chairman to close the meeting	

Steve Marriott

Steve Marriott
Responsible Finance Officer
Coggeshall Parish Council

1 February 2022