

Abbots Langley Parish Council

Council Offices
Langley Road
Abbots Langley
Herts
WD5 0EJ

16th November 2009

To Members of the Finance and Administration Committee

The next meeting of the Finance and Administration Committee will be held at the above address on Monday 23rd November 2009 at 6:30pm when your presence is summoned for the purpose of transacting the business outlined below.

The press and public are welcome to attend the meeting.

Tim Perkins
Clerk to the Council

***** Note start time is 6:30pm *****

AGENDA

1. **Apologies for Absence**
To receive and accept apologies for absence
2. **Declarations of Interest**
To accept declarations of interest on items detailed on the agenda
3. **To confirm the Minutes of the previous meeting**
To accept and sign the minutes of the meeting held on 26th October 2009 (previously circulated).
4. **Public Participation**
To note if any members of the public have requested to speak at this meeting, in accordance with the Parish Council's Public Speaking Arrangements.
5. **Budget 2010/2011**
To consider the latest revision of the budget for the next financial year.
6. **Internal Audit**
To consider the Internal Auditors interim report for the current financial year.
7. **External Audit**
To receive an update from the Clerk and Finance Officer on outstanding issues.
8. **Asset Register**
To receive an update from the Clerk on the Parish Council's Asset Register.