

Abbots Langley Parish Council

Council Offices
Langley Road
Abbots Langley
Herts
WD5 0EJ

20th July 2010.

To Members of the Finance and Administration Committee

The next meeting of the Parish Council will be held at the above address on Monday 26th July 2010 at 7:30pm 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

AGENDA

1. **Election of Vice Chairman**
To elect a Vice Chairman for this committee for the current municipal year.
2. **Apologies for Absence**
To receive and accept apologies for absence.
3. **Declarations of Interest**
To receive declarations of interest in items on the agenda.
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. **To confirm the Minutes of the Meeting held on**
26th April 2010 (previously circulated).
6. **Risk Assessments**
To consider the Financial and Business Risk Assessment. (See Clerk's report item 1.)
7. **Internal Audit**
 - i To consider the report from the internal auditor.
 - ii To review the effectiveness of internal audit. (See Clerk's report item 2.)
8. **Grants Application Timetable**
To consider the grants application timetable for 2011/2012 (See Clerk's report item 3.)
9. **Vehicles**
To consider the replacement of a Parish Council vehicle. (See Clerk's report item 4.)
10. **Budget Monitoring Report**
 - i To consider the Clerk's report on items raised by members during the review of the final budget monitoring report for 2009/2010. (See Clerk's report item 5.)
 - ii To consider the budget monitoring report for Q1 2010/2011.
11. **Clerk's Report**
To consider items on the Clerk's report not covered elsewhere on the agenda.