

## Abbots Langley Parish Council

Council Offices  
Langley Road  
Abbots Langley  
Herts  
WD5 0EJ

18<sup>th</sup> February 2013.

To Members of the Finance and Administration Committee

The next meeting of the Finance & Administration Committee will be held at the above address on Monday 25<sup>th</sup> February 2013 at 6:00 pm 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. **Apologies for Absence**  
To receive and accept apologies for absence.
2. **Declarations of Interest**  
To receive declarations of interest in items on the agenda.
3. **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.
4. **To confirm the Minutes of the Meeting held on**  
26<sup>th</sup> November 2012 (previously circulated).
5. **Grants 2013-2014**  
To consider applications received for grants to be awarded in 2013-2014. (See enclosed summary.)
6. **Small Grants Scheme**  
To consider the draft Small Grants Scheme (enclosed).
7. **Internal Audit**  
To consider the report from the second interim Internal Audit. (Report enclosed and Clerk's report item 1.)
8. **Budget Monitoring Report**  
To consider the budget monitoring report for Q3 2012-2013. (See Clerk's report item 2.)
9. **Insurance**  
To consider a change in insurance provider. (See Clerk's report item 3.)
10. **Cash Loss Manor House**  
To consider the report from the Clerk.
11. **Clerk's Report**  
To note items not covered elsewhere on the agenda.