**Chidham & Hambrook Parish Council**

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16 July 2021

**ADVISORY GROUP TO THE FINANCE COMMITTEE**

You are requested to attend this meeting to be held on Thursday 22 July 2021 via Zoom at 7:30pm. Members of the public are welcome to attend by contacting the Clerk on the above email address. Meetings may be recorded*.*

MEMBERS: Cllr P Bolton, Cllr B Garrett, Cllr G Hyde, Cllr P MacDougall (Chair) and Cllr J Sheppard

The Council has recently put in place a Temporary Scheme of Delegation which allows the Council to hold meetings remotely until early November 2021 and to delegate authority to the Clerk, as Proper Officer, to action recommendations.

**AGENDA**

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| 1. | Apologies for absence  No apologies have been received. |
| 2. | Declarations of Disclosable Pecuniary Interest |
| 3. | To consider the minutes of the last Finance Committee meeting on 27 April. We cannot approve these minutes until the next formal Finance Committee. |
| 4. | Public Open Forum |
| 5 | Internal Auditor’s Report on 2020-21 Accounts  To consider the internal auditor’s report on the 2020-2021 accounts – *attached* |
| 6. | Review of accounts for the period 1 April 2021 to 30 June 2021 – *attached.*  To consider a request from the Advisory Group to the Staffing Committee in relation to the Clerk’s pay review – *attached.*  To review the Council’s EMR buffer for urgent expenditure which is currently 50% of precept.  To review existing contracts and recurring costs as a % of budget - *attached*.  To consider proposed virements. |
| 7 | Any Other Business |
| 8. | Date of Next Meeting The next scheduled meeting is on 25 November 2021. |

**THE PUBLIC HAVE A RIGHT TO ATTEND COUNCIL MEETINGS AND ARE MOST WELCOME**

Filming of Parish Council meetings and use of social media: During this meeting the public are allowed to record or film the meeting or to use social media, providing it does not disrupt the meeting. You are encouraged to let the Parish Clerk know in advance if you wish to record or film. Mobile devices should be switched to silent for the duration of the meeting.