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**TO ALL MEMBERS OF THE FINANCE & GENERAL PURPOSES COMMITTEE**

NOTICE IS HEREBY GIVEN, AND YOU ARE SUMMONSED TO ATTEND, A MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE ON **7 APRIL 2010** AT SHINFIELD PARISH HALL MEETING ROOM, COMMENCING 19.00 HRS.

J Barnes, Clerk  
2 June 2010

Members: Cllrs M Bisset, I N Clarke, J M Heggadon, P Hughes, R Pike, P Ratcliffe, A Seville (Ch).

**A G E N D A**

1. ELECTION OF CHAIRMAN
  - 1.1 To receive nominations for election of committee chairman.
  - 1.2 To elect a chairman for ensuing year.
2. PUBLIC QUESTIONS  
To receive and consider public questions and comment.
3. DECLARATIONS OF MEMBERS' INTERESTS & APOLOGIES FOR ABSENCE  
To receive declarations of members' interests and apologies for absence.
4. MINUTES
  - 4.1 To approve as a correct record, the minutes of the meeting of 29 April 2010.
  - 4.2 To receive for information, matters arising from the minutes.
5. FINANCIAL ISSUES
  - 5.1 To consider bank interest rates and deposit options.
6. REPORT FROM THE INTERNAL AUDITOR
  - 6.1 To receive a report from the Internal Auditor on 2009/10 annual accounts.
7. ANNUAL ACCOUNTS 2009/10
  - 7.1 To consider draft Annual Accounts 2009/10 for presentation to Council. Enc.
  - 7.2 To consider approval of Asset Register document.
  - 7.3 To consider approval of the following documents, as recommended by the Working Group:
    - 7.3.1 Financial Regulations 2010/11. Enc.
    - 7.3.2 Financial Risk Assessment 2010/11. Enc.
8. APPOINTMENT OF INTERNAL AUDITOR  
To consider appointment of Internal Auditor.
9. FINANCIAL GRANTS  
To review financial grants received. List Enclosed.
10. OFFICE EXPENDITURE  
To consider the purchase of replacement personal computers and software. Report to be tabled.

*Shinfield Parish includes the rural communities of Grazeley, Ryeish Green,  
School Green, Shinfield Rise, Spencers Wood and Three Mile Cross*