

BRAUNTON PARISH COUNCIL



Council Offices
Chaloners Road
Braunton

15 February 2017

Dear Councillors: Withey, Spear, E Spear, Mrs Chesters, Mrs Wellstead, Bunyard and Bennett.

You are summoned to attend a meeting of the Finance and Administration Committee in the Council Chamber at **6:00pm** on **Tuesday 21 February 2017**. The public and press are welcome to attend.

Yours faithfully,

Mrs Tracey Lovell
Clerk to the Council

AGENDA

1. Receive apologies.
2. Declarations of Interest Councillors are requested to complete the book provided before the meeting.
Interests must be re-declared when the item is called.
3. Sign minutes of the Finance and Administration Committee Meeting held on 7 December 2016, attached.
4. Parish Grant Applications 2017/18 To receive and consider parish grant application for the Braunton Volunteers.
5. Closure of Lloyds Bank, Braunton Receive Parish Clerk regarding alternative banking arrangements.
6. Standing Orders and Financial Regulations Consider annual review.
7. Parish Council Policies Consider policies due for review as per attached schedule.
8. Risk Assessment and Review of Effectiveness of Internal Controls and Internal Audit for the year 2016-17 To review the effectiveness of Braunton Parish Council's system of internal control including the arrangements for the management of risk for the year 2016-17, information attached.
9. Parish Council Insurance Consider quotations received for annual insurance renewal.