

## HARTLEY PARISH COUNCIL

Clerk to the Council: Mrs J Hoad  
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7th June 2006

Dear Councillor

You are invited to attend a meeting of the Finance & General Purposes Committee to be held on Tuesday 13th June 2006 commencing at 10.00 a.m. at the Pavilion, Manor Field.

Yours sincerely

Julie Hoad  
Proper Officer

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### AGENDA

**1. Apologies**

To receive apologies for absence.

**2. Election of Chairman**

To elect a Chairman of the Finance and General Purposes Committee, until the Annual Meeting of the Council in May 2007.

**3. Election of Vice Chairman**

To elect a Vice Chairman of the Finance and General Purposes Committee, until the Annual Meeting of the Council in May 2007.

**4. Declarations of Interest**

To receive Members' declarations of interest.

**5. Minutes of the previous meeting**

**(WHITE)**

To approve as a correct record the minutes of the meeting of the Finance and General Purposes Committee held on 3rd May 2006. (Annexed).

**6. Review Terms of Reference**

**(WHITE)**

To review the Finance and General Purposes Committee's Terms of Reference. (Annexed)

**7. Internal Audit 2005/06**

**(LIGHT BLUE)**

a) To receive and note the internal audit summary report for the audit year 2005/06 (annexed).

b) To receive and note Section 4 – Annual internal audit report, of the Annual return for the year ended 31 March 2006.

**8. Income and expenditure (CREAM)**

To review the Council's income and expenditure from 1st April to 7th June 2006.  
(Annexed – Financial Report indicating the Council's net position at 7th June 2006)

**9. Land to the north of Rectory Meadow (GREEN)**

At the last meeting of the Finance and General Purposes Committee, the Committee considered a letter from solicitors acting on behalf of the owner of land located immediately to the north of Rectory Meadow, (on land previously occupied by the Old Rectory), offering to transfer part of his land holding to the Parish Council. The landowner had sought clarification on a number of issues, one of which was whether the Parish Council would be willing to bear the cost of erecting an appropriate style of fence to divide the two boundaries and prevent access onto the land retained by the landowner.

The Clerk was authorised to establish what type of fencing would be acceptable to the landowner and the Committee is requested to note a letter dated 16th May from the solicitors acting on behalf of the landowner, in response to the Clerks enquiry. (Annexed - letter dated 16th May 2006)

**10. Donations**

To consider a request received from the Open Spaces Society for a donation to their appeal for removing path-paraphernalia.

**11. Charter88 – Campaign for a modern and fair democracy (WHITE)**

To consider a letter received from Charter88. (Annexed)

**12. Local Authority Byelaws in England: A Discussion Paper**

To consider the Local Authority Byelaws in England Discussion Paper. (To follow)

**13. Date of the next meeting**

**List of circulated documents**

1. Minutes of the meeting of the Finance and General Purposes Committee held on 3rd May 2006 (WHITE)
2. Terms of Reference of the Finance and General Purposes Committee Section 1 Annual Return (WHITE)
3. Internal Audit Summary Report for the audit year 2005/2006 (LIGHT BLUE)
4. Section 4 Annual internal audit report (LIGHT BLUE)
5. Financial Report indicating the Council's net position at 7th June 2006 (CREAM)
6. Letter dated 16th May 2006 (GREEN)
7. Letter from Charter88 (WHITE)

Committee membership  
Cllr Abraham  
Cllr Barnett  
Cllr Mr M Harris (ex officio)

Cllr Alford  
Cllr Gaywood (ex officio)  
Cllr Ramsay