



## SHOTGATE PARISH COUNCIL

21st May 2018

The Public and Press are invited (Public Bodies Admission to Meetings Act 1960) and all Councillors are summoned, to attend the forthcoming meeting of Shotgate Parish Council, where the under-mentioned business is proposed to be transacted.

*K. Kuderovitch*..... Acting Clerk to the Council

**AGENDA FOR EXTRAORDINARY PARISH COUNCIL MEETING TO BE HELD ON THURSDAY 24<sup>TH</sup> MAY 2018 @ 7.00pm at Shotgate Baptist Church Hall, Bruce Grove, Shotgate. (TBC)**

**THE CHAIRMAN TO REQUEST MOBILE PHONES ARE SWITCHED OFF/TURNED TO SILENT**

### AGENDA

- To agree bank reconciliations for Barclays & Co-op Accounts for Year 17-18
- To confirm Internal & External Audit arrangements for Financial Year 17-18 & relay key dates
  - To review end of year 17-18 Finance Report
    - To review the Fixed Asset Register
    - To adopt the Financial Risk Assessment
    - To review the Financial Regulations

*K. Kuderovitch*..... Acting Clerk to the Council