

FINANCE & RESOURCES COMMITTEE
24TH SEPTEMBER 2002

DRAFT AGENDA

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| 1 Apologies for Absence | Verbal |
| 2 Approval of Agenda | Verbal |
| 3 Approval of Minutes of the Meeting held on 27th June 2002
From Secretary to the Committee | Enclosure 1
Paper HPC/FRC1/04 |
| 4 Matters arising (not otherwise dealt with below)
From Secretary to the Committee | Enclosure 2
Paper HPC/FRC2/04 |
| <ul style="list-style-type: none">• Standing Financial Instructions• Office Accommodation• Membership System Computerisation• Audit Committee | |

ITEMS FOR DISCUSSION/DECISION

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| 5 Insurance
From Secretary to the Committee | Enclosure 3
Paper HPC/FRC3/04 |
| 6 Assessors' Fees
From Director - Operations | Enclosure 4
Paper HPC/FRC4/04 |

ITEMS TO NOTE

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| 7 Management Accounts for July and August 2002
From Secretary to the Committee | Enclosure 5
Paper HPC/FRC5/04 |
| 8 Financial Procedures
From Secretary to the Committee | Enclosure 6
Paper HPC/FRC6/04 |
| 9 BDO Stoy Hayward System Review
From Secretary to the Committee | Enclosure 7
Paper HPC/FRC7/04 |
| 10 Consultation – Fees
From Newchurch | Enclosure 8
Paper HPC/FRC8/04 |
| 11 Financial Training for Committee/Council Members
From Secretary to the Committee | Enclosure 9
Paper HPC/FRC9/04 |
| 12 Any Other Business | |
| 13 Date and Time of Next Meeting
Tuesday 29 th October at 11 a.m. | |