Horndean Parish Council
NOTICE OF MEETING

Members are hereby summoned to attend A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE, TO BE HELD ON MONDAY 23RD FEBRUARY 2026 at 6.30 P.M, AT JUBILEE HALL, CROUCH LANE, HORNDEAN PO8 9SU

Becky White
Clerk to the Council
16th February 2026

Members of the Committee Cllr J Lay (Chairman), Cllr T Attlee, Cllr D Prosser, Cllr Redding, Cllr Tyler are summoned to attend.

AGENDA

1. To receive apologies for absence.
2. **Declaration of interest: Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses and votes on the matter.**
3. **To open the meeting to members of the public to enable them to address questions to Parish Councillors. *The period of time which is designated for public participation shall not exceed 20 minutes. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes. A question asked by a member of public during public participation session at a meeting shall not require a response or debate*.**
4. To approve the Minutes of the Finance and General Purposes Committee Meeting held on 8th December 2025.
5. To receive and consider the following Policy Documents:
    - Internal Control Policy
    - Annual Governance & Accountability Plan
    - Internal Auditor Terms of Reference
    - Scope of Internal Audit
    - Annual Review of the Effectiveness of the Internal Audit
6. To note the Internal Auditor Letter of Engagement for 2025/26
7. To review Hall Hire Charges for 2026/27
8. To review a quotation for an upgrade for the improvement of broadband services at Jubilee Hall.
9. To review the acquisition of a Pedestrian Tractor.
10. To review the proposed meeting calendar for 2026/27 and note the next meeting of the F&GP Committee as 22nd June 2026.