

The Health Professions Council

Finance & Resources Committee Meeting

Thursday 30th May 2002 at 11 a.m.

The **Second** meeting of the Finance & Resources Committee will take place at:

Council Chamber
Park House
184 Kennington Park Road
London SE11 4BU

Kindly note that a brief meeting of the Trustees of the **Professions Supplementary to Medicine Charitable Trust** will take place at the conclusion of the Committee Meeting.

Paul K H Baker FCA FIMgt
Secretary to
Finance & Resources Committee

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FINANCE & RESOURCES COMMITTEE

30th MAY 2002

DRAFT AGENDA

- | | | |
|---|---|----------------------------------|
| 1 | Apologies for Absence | Verbal |
| 2 | Approval of Agenda | Verbal |
| 3 | Approval of Minutes of the Meeting held on 30th April 2002
From Secretary to the Committee | Enclosure 1
Paper HPC/FRC1/02 |
| 4 | Matters arising (not otherwise dealt with below)
From Secretary to the Committee | Enclosure 2
Paper HPC/FRC2/02 |
| | <ul style="list-style-type: none">• Appointment of Insurers• Standing Orders• Standing Financial Instructions• BDO Stoy Hayward System Review• Training for Council Members and Finance & Resources Committee• Investment Terms of Reference• Audit Committee | |

ITEMS FOR DISCUSSION/DECISION

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| 5 | Audited Accounts (CPSM) for the year ended 31st March 2002
From Secretary to the Committee | Enclosure 3
Paper HPC/FRC3/02 |
| 6 | Expenses Policy
From Secretary to the Committee
Keith Breckell, Senior Tax Manager, BDO Stoy Hayward to attend | Enclosure 4
Paper HPC/FRC4/02 |
| 7 | Legal Expenses Insurance
From Secretary to the Committee | Enclosure 5
Paper HPC/FRC5/02 |
| 8 | Office Accommodation
From Chief Executive and Registrar
Representatives from DEGW Plc (Architects, Designers and Consultants) to attend | Enclosure 6
Paper HPC/FRC6/02 |
| 9 | Payroll Policy
From Chief Executive and Registrar
"Reward" Consultant to attend | Enclosure 7
Paper HPC/FRC7/02 |
| 10 | Budget 2002/3
From Secretary to the Committee | Enclosure 8
Paper HPC/FRC8/02 |

ITEMS TO NOTE

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| 11 | Management Accounts for April 2002
From Secretary to the Committee | Enclosure 9
Paper HPC/FRC9/02 |
| 12 | Credit Card Risk Assessment
From the Director of Operations | Enclosure 10
Paper HPC/FRC10/02 |
| 13 | Future Meetings in 2002
From Secretary to the Committee | Enclosure 11
Paper HPC/FRC11/02 |
| 14 | Any Other Business | |
| 15 | Date and Time of Next Meeting | |

PROFESSIONS SUPPLEMENTARY TO MEDICINE CHARITABLE TRUST

See Meeting Agenda at end of file

Enclosure 12