

The Health Professions Council

Finance & Resources Committee

Meeting

Tuesday 30th April 2002 at 11 a.m.

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

Meeting Room 1
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

DRAFT AGENDA

- | | | |
|---|---|----------------------------------|
| 1 | Apologies for Absence | Verbal |
| 2 | Approval of Agenda | Verbal |
| 3 | Approval of Minutes of the Meeting held on 19th March 2002
From Secretary to the Committee | Enclosure 1
Paper HPC/FRC1/01 |
| 4 | Matters arising (not otherwise dealt with below)
From Secretary to the Committee | Enclosure 2
Paper HPC/FRC2/01 |
- Appointment of Insurers
 - Standing Orders
 - Standing Financial Instructions
 - Stoy Hayward system
 - Training for Council Members and Finance & Resources Committee
 - Budget 2002/3

ITEMS TO NOTE

- | | | |
|---|---|----------------------------------|
| 5 | Accounts (unaudited) (CPSM) for the year ended 31st March 2002
From Secretary to the Committee | Enclosure 3
Paper HPC/FRC3/01 |
| 6 | Report from Investment Managers
Representative from Carr Sheppards Crosthwaite to attend | Enclosure 4
Paper HPC/FRC4/01 |
| 7 | Report from IT Consultants
Representative from Digital Steps to attend | Enclosure 5
Paper HPC/FRC5/01 |
| 8 | Council and Committee Expenses
From Secretary to the Committee | Enclosure 6
Paper HPC/FRC6/01 |

ITEMS FOR DISCUSSION/DECISION

- | | | |
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| 9 | Legal Expenses Insurance
From Secretary to the Committee | Enclosure 7
Paper HPC/FRC7/01 <i>Scrapped</i> |
| 10 | Bank Mandate and Authority Limits (including Credit Cards)
From Secretary to the Committee | Enclosure 8
Paper HPC/FRC8/01 |
| 11 | Pension Fund
From Secretary to the Committee | Enclosure 9
Paper HPC/FRC9/01 |
| 12 | Telephone System
From Giercia Malcolm | Enclosure 10
Paper HPC/FRC10/01 |

ITEMS FOR INFORMATION

- | | |
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| 13 | Any Other Business |
| 14 | Date and Time of Next Meeting |

PROFESSIONS SUPPLEMENTARY TO MEDICINE CHARITABLE TRUST

See Meeting Agenda at end of file

Enclosure 11