

**COUNCILLORS ARE SUMMONED TO A FINANCE AND MANAGEMENT COMMITTEE MEETING AT
2pm ON TUESDAY 10th SEPTEMBER 2024 AT THE PARISH CENTRE**

AGENDA

- 1. To receive apologies for absence**
- 2. To hear statements or submission from members of the public**
- 3. To receive Declarations of Interest in items on the agenda**
- 4. To approve the minutes of the meeting held on 11th June 2024**
- 5. To propose the current Working Groups and Representatives**
- 6. To receive the RFO report**
- 7. CIL Report 2023 – 2024**
- 8. To note previous month's banking**
 - a. authorised Bank Reconciliation and Petty Cash for June, July and August.
 - b. authorised bank payments
 - c. current position of Receipts & Payments Forecast for September, Receipts and Payments compared with Flexed Budget for August and Reserves Balance.
 - d. Bank Account as at 31st August 2024
 - e. Payments over £500 for 1st Quarter (April to June)
- 9. To discuss draft Precept figures for 2024-2025 and further 2 yr forecast**
- 10. To discuss updating 3yr Business Plan**
- 11. To discuss biography of councillors for website**
- 12. To discuss setting up staff management sub committee.**
- 13. To approve new staff contracts following Internal Audit Report.**
- 14. To approve the policies –**
 - a) Code of Conduct
 - b) Small Grant Scheme
 - c) Speedwatch Impact Assessment
- 15. To discuss a road map/flow chart for policies**
- 16. To consider any Correspondence**
- 17. To note any items for information or referral only**

L Sellars

Signed – Responsible Financial Officer

NOTE: Please query/ask questions of me prior to the meeting to enable answers to be given at the meeting.

Thanks