

**COUNCILLORS ARE SUMMONED TO A FINANCE AND MANAGEMENT COMMITTEE MEETING AT
2pm ON TUESDAY 21st MAY 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 12th March 2024
5. Election of Chair
6. Election of Vice Chair
7. To consider any Correspondence
8. To receive the RFO report
9. End of Year/AGAR figures
10. To consider the current Standing Orders and Financial Regulations and agree any changes.
11. To consider and agree any amendments to the committee's Terms of Reference
12. To agree replacement of trampoline mattress at France Lynch Pleasure Ground
13. To agree to quote for A&E Fire & Security to put an fire alarm in the Groundsmen's Office
14. To note previous month's banking
 - a. authorised Bank Reconciliation and Petty Cash
 - b. authorised bank payments
 - c. current position of Income, Expenditure, Reserves Balance, Balance Sheet and Budget against Forecast
 - d. Bank Account as at 30th April 2024
15. Internal Auditor Report
16. To approve the policies
 - a. Investment Policy
 - b. Code of Conduct
 - c. General Privacy Notice
 - d. Small Grant Scheme
17. An update on the ANPR camera.
18. Update on Stonecote Ridge
19. 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