



Festival of Britain Village 1951  
Motto: "Independence and Self Help"

## Trowell Parish Council

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Parish Council's & Hall Facebook page: Trowell Parish Council and Hall

To Members of the Finance and General – Purpose Committee.

Dear Councillors,

You are respectfully summoned to the meeting of Trowell Parish Council Finance and General – Purpose Committee to be held on **Tuesday 27<sup>th</sup> June 2023, commencing at 7.30pm at Trowell Parish Hall in meeting room 3.**

Dated: Tuesday 13<sup>th</sup> June 2023.

Signed: *Jane Murden*

Mrs. Jane Murden.  
Parish Clerk and RFO.

### **AGENDA:**

#### **01/23. Election of Chairman of the Committee.**

Councillors to **vote** on the appointment of a Chairman of the Committee for the year to May 2024.

#### **02/23. Election of Vice Chairman of the Committee.**

Councillors to **vote** on the appointment of a Vice Chairman of the Committee for the year to May 2024.

### **03/23. Apologies for Absence.**

The Clerk is to receive notification no later than 3pm on the day of the meeting.

- a) Councillors to **note** any apologies for absence.
- b) Councillors to **vote** on acceptance of any apologies for absence.

### **04/23. Declarations of Members' interests.**

Councillors to declare interests in subsequent agenda items as follows:

- a) Pecuniary Interests.
- b) Other registerable interests.
- c) Non-registerable interests.

### **05/23. Minutes:**

Councillors to **note** the minutes as a true record of business conducted at the meeting held on 14<sup>th</sup> February 2023. Minutes were **approved** by Full Council on the 14<sup>th</sup> March 2023. Copy of minutes are available in the members packs and on the website.

### **06/23. To review and adopt the following Policies and Procedures.**

- a) Councillors to **review** the terms of reference and take back to full Council to be **approved**.
- b) Councillors to **review** authorisation for purchases and payments procedure and take back to full Council to be **approved**.
- c) Councillors to **review** Risk Management Policy and take back to full Council to be **adopted**.
- d) Councillors to **review** CCTV Policy and take back to full Council to be **adopted**.

### **07/23. Allocation of Money Raised at King's Coronation Event.**

Councillors to consider and **vote** on where to donate money raised at the King's Coronation Event and how the money will be presented.

### **08/23. Year end 2022/2023.**

- a) Councillors to note AGAR cannot be submitted until Chair is in situ for Council.
- b) Councillors to note the Public Rights and Publication of Unaudited Annual Governance & Accountability Return period is commencing on Monday 19<sup>th</sup> June and ending on Friday 28<sup>th</sup> July 2023.
- c) Councillors are to consider and vote on a charge if a request is made.

- d) Councillors to **approve** the booking of the internal auditor for September 2023 (6 months).

**09/23. Finance**

- a) Councillors to review and **note** net positions.

**10/23. Quote Review**

Councillors to review and **vote** on quote for Fire Alarm Service.

**11/23. Date of Next Meeting:** 26<sup>th</sup> September 2023.

Items for the agenda should be submitted to the Clerk by 15<sup>th</sup> September 2023.