

Minutes of the Finance and General-Purpose Committee of Trowell Parish Council held at Trowell Parish Hall, Tuesday 28th November 2023, starting at 7.37pm

Present: Jan Goold, Debbie Hopwood and Cynth McGann.

In attendance: Jane Murden (Clerk & RFO)

Item Ref	Description	Action
20/23.	Chairmans Welcome. The chair welcomed members to the meeting.	
21/23.	Apologies for Absence. a) Councillors noted apologies received from HC and TH. b) Councillors voted to accept apologies received.	
22/23.	Declaration of Members Interests. a) Pecuniary interests – None received. b) Other registerable interests – None received. c) Non-registerable interests – None received.	
24/23.	Minutes. Councillors' reviews and approved the minutes as a true record of the business conducted at the meeting held on 26 th September 2023.	
25/23.	Finance. a) Councillors reviewed and noted the Scribe net position reports.	
26/23.	2024/2025 Budget and Precept. Councillors reviewed the budget and precept amount and will make recommendations to full Council.	Clerk
26/23.	SLCC Membership. Councillors approved the SLCC membership renewal for 2024/2025.	Clerk
27/23.	Contactless Card Reader. Councillors discussed the options of payment. Options of card reader to be brought to next meeting.	Clerk
28/23.	Policies. Councillors reviewed the following policies and will make recommendations to Full Council. a) Financial Regulations (Authorisation for Purchases and Payments) – the recommendation is to change the current Financial Regulations to follow the model financial regulations by NALC and stop the authorisation of purchases by two members and to different members for authorisation of payment. b) Vexatious Complaints Policy – the recommendation is to adopt.	

	c) Information and Data Protection Policy – the recommendation is to adopt. d) Press and Media Policy – recommendation is to adopt. e) Social Media Policy – recommendation is to adopt.	
29/23	Date of Next Meeting: 20 th February 2024. Items for the agenda should be submitted to the Clerk by 12 th February 2024.	

Meeting closed at 8.31pm

Signed: 

Date: 20/2/24.