



The Queen's Hall
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Parish Clerk: Sam Heynes
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To members of the **Finance & General Purposes Committee**

You are hereby summoned to attend the meeting of the **F&GP Committee** in the **Queen's Hall** at **8.30pm** on **Thursday 15th June 2023** to transact the following business:

Members of the public are invited to put questions or to draw relevant matters regarding items on the agenda to the Council's attention for ten minutes prior to the commencement of business.

AGENDA

- FGP001** To receive apologies for absence
- FGP002** To receive declarations of interest from Members in respect of any matter on the agenda. The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it
- FGP003** To approve the minutes of the meeting held on 5th January 2023 (previously circulated)
- FGP004** To note the F&GP Action List
- FGP005** To receive and consider the Internal Auditor's Report (attached) and the following recommendations:
- i. Update the Scheme of Delegation to reflect the Emergency Consultation Panel documented in the Financial Regulations and Standing Orders (attached)
 - ii. Increase the Fidelity Guarantee from £100,000 to £500,000, at a cost of £60.73 including IPT
 - iii. Consider transferring funds to another bank account to reduce the balance of funds held in the Unity Trust account as this exceeds the £85,000 protection limit; however, as the Parish Council's finances are close to the 500,000 euros limited whereby protection is removed, this would likely be a short term option.
- FGP006** To consider the effectiveness of the Council's Internal Audit and Internal Control Procedures and Audit Plan for recommendation to Full Council on 29th June 2023 (attached)
- FGP007** To consider the Year End Accounts and Annual Return for 2022/23 for approval at Full Council on 29th June 2023 (attached)
- FGP008** To note items arising after the preparation of this Agenda which the Chairman agrees to take as urgent. **Such matters will be for noting only or deferral to a future meeting only**

Sam Heynes
Clerk to the Parish Council, 09 June 2023