14th June 2017

# Finance & General Purposes

Dear Sir / Madam

You are hereby summoned to attend a meeting of the Finance & General Purposes Committee, to be held in the Council Chamber, Bere Alston on Tuesday the 20th of June at 7.30pm

Yours faithfully

*P. M. Taylor (Mrs)*

P.M.Taylor (Mrs)

Clerk to the Council

## A G E N D A

1. Apologies

2. Declaration of Interest. Members are invited to declare any personal or pecuniary interests, including the

nature and extent of such interests they may have in any items to be considered at this meeting. If

Councillors have any questions relating to predetermination, bias or interests in items on this agenda,

then please contact the Clerk in advance of the meeting.

3. Items of Interest at the discretion of the Chairman. No decisions can be made on these items.

4. Minutes of the meeting held on the 23rd May and taken as read, to deal with matters arising.

5. Accounts for Payment

6. Financial Statements

7. To discuss the auditor’s report

8. Office Stationary (Logo) and revamped letter heading

9. Inspect Bank Mandate and direct debit mandates

10. Review Equal Opportunities Policy

11. Review Lone working policy

12. Review Health and safety policy

13. Review Financial sheets

14. Review Financial Regulations

15 Amend Standing Orders 2017. Proposed by Cllr. Lamb, seconded by Cllr. Boot-Handford `A Councillor

may require that an item be placed on the Council or a Committee agenda on giving notice to the Clerk

and respective Chair, seven working days before the date of the meeting. In cases of extreme urgency that

affect the Parish Council or Parish in general the Chair of the Council or of the relevant Committee and

the Clerk may place such an item on the agenda at any time up to and including during the meeting. The

item can then be debated and voted upon in accordance with normal procedures. Any such late inclusion

should be circulated to Councillors wherever possible. Supported by Cllr. Dennis, Cllr. Munn & Cllr.

Pengelly.

16. Look at new accounting systems

17. Defibrillator monthly report.

18. Briefing by Cllr. Maycock on the Neighbourhood Plan progress

19. Correspondence

20. Agenda items for next meeting.

21. Questions from any members of the public present at the discretion of the Chairman.

MEMBERS OF THE PUBLIC ARE WELCOME TO SIT IN ON ANY COUNCIL MEETING.