



Uplyme Parish Council

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Dear Councillor,

Members of the Finance Committee are hereby summoned to attend the meeting on **Wednesday 29th March 2023 in the Meeting Room at Uplyme Village Hall at 6.30pm** for the purposes of transacting the following business.

Under the Local Government Act 1972 Schedule 12 p10(2), a Council cannot lawfully decide any matter that is not specified on the agenda.

Mrs. Zishan Adamson-Drage
Clerk to the Council

23rd March 2023

The Openness of Local Government Bodies Regulations 2014 allows the filming, recording, photographing or otherwise reporting of those participating in a meeting. Should any member of the public present and does not wish to participate but who objects to being filmed, recorded, photographed or otherwise reported about please make yourself known to the Parish Clerk. Data Protection, Names of those participating in the meeting may be recorded, minuted and made public.

Finance Committee Meeting on Wednesday 29th March 2023

Chairman - Cllrs. C. James

Committee Members – Cllrs. Mrs. P. Frost, P. Oakley, Mrs C. Wiscombe and C. Pratt.

AGENDA

- 1. Apologies for absence**
- 2. Approval of Minutes**
 - (a) To approve, as a true record, the minutes from the meeting dated **23rd November 2022** (to be circulated).
- 3. To receive member's declarations of interest and dispensations in items on the agenda.**
- 4. Public Forum - Public Participation session**

There will be 15 minutes available for this session where members of the public may speak regarding items on the agenda. A maximum of 3 minutes per speaker or time as permitted by the Chairman.

Chairman: Cllr C James

Vice Chairman: Cllr. A. Turner

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Cllrs: C. Pratt, Mrs P Frost, P. Oakley, B. Trundley, Mrs C Wiscombe, P. Hackett, D. Ostler.

DECISION ITEMS

5. Risk Assessments

- (a) Members to consider draft homeworker risk assessment, and if thought appropriate, approve adding it to the Risk Management Schedule. **(distributed separately)**
- (b) Members to consider draft workstation risk assessment, and if thought appropriate, approve adding it to the Risk Management Schedule. **(distributed separately)**
- (c) Members to consider draft business continuity risk assessment, and if thought appropriate, approve adding it to the Risk Management Schedule. **(distributed separately)**

6. Insurance

- (a) Members to consider, under delegated authority, both short- and long-term quotes for insurance renewal and to resolve on which insurance provider to use from 6th April 2023. **(summary - [appendix 1](#), other papers distributed separately)**

7. Internal Audit review

- (a) Members to note that the Internal Audit review is scheduled for

8. Date of the Next Meeting

The next meeting is scheduled for 29th March 2023.