



# Uplyme Parish Council

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Dear Councillor,

Members of the Finance Committee are hereby summoned to attend the meeting on **Wednesday 29th November 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

23<sup>rd</sup> November 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 29<sup>th</sup> November 2023**

Chairman - Vacant

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

### **AGENDA**

#### **1. Election of Chairman**

(a) To elect the Chairman of the Committee.

#### **2. Apologies for absence**

#### **3. Approval of Minutes**

(a) To approve, as a true record, the minutes from the meeting dated **29<sup>th</sup> March 2023** (to be circulated).

#### **4. To receive member's declarations of interest and dispensations in items on the agenda.**

#### **5. Public Forum - Public Participation session**

There will be 15 minutes available for this session where members of the public may speak

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Chairman: Cllr C James

Vice Chairman: Cllr. A. Turner

Cllrs: Mrs. E. Daly, P. Hackett, C. Pratt, Mrs P Frost, P. Oakley, B. Trundle, Mrs. C Wiscombe.

regarding items on the agenda. A maximum of 3 minutes per speaker or time as permitted by the Chairman.

## DECISION ITEMS

### 6. Review of Financial Internal Control

- (a) Members to consider the recent internal probity audit carried out by Cllr. Mrs Wiscombe, and if thought appropriate, approve the audit. (distributed separately)
- (b) Members to consider the draft General Reserves Policy, and if thought appropriate, approve the policy. ([appendix 1](#))
- (c) Members to consider the draft Asset Register & Disposal Policy, and if thought appropriate, approve the policy. ([appendix 2](#))
- (d) Members to consider the draft Grant Awarding Policy, and if thought appropriate, approve the policy. ([appendix 3](#))
- (e) Members to review the 2023-24 financial internal control procedures to assess suitability and to discuss if any amendments are required.

### 7. Risk Assessment

- (a) Members to consider the Barnes Meadow Management Committee risk assessment for the path to the war memorial and if thought appropriate, approve adding it to the Risk Management Schedule as an exceptional item. (distributed separately)

### 8. Earmarked Reserves

- (a) Members to consider the existing earmarked reserve funds and funds required therein, and whether to transfer monies into general reserves or to replenish the funds as required. ([appendix 4](#))

### 9. Community Grants

- (a) Members to note the grants paid under s.137 during the 2023-24 financial year ([appendix 5](#)).
- (b) Members to consider grants (s.137) required for the 2024-25 financial year.

### 10. Budget/Precept 2024-25

- (a) Members to draft the budget for 2024-25. (Report distributed separately)
- (b) Members to consider and recommend how much of the budget to precept for, and how much should be funded from general reserves. (Final precept will be agreed at full Council)

### 11. Date of the Next Meeting

The next meeting is scheduled for 27<sup>th</sup> March 2024.