

BREAGE PARISH COUNCIL

Mrs Carol Macleod Clerk/RFO to the Council Parish Rooms Breage HELSTON TR13 9PD Tel: 01326 574781/07767165077

E-mail: clerk@breagepc.org.uk Website: <https://www.breagepc.org.uk>



FINANCE AND GENERAL PURPOSES COMMITTEE MEETING TO BE HELD IN THE PARISH ROOMS, BREAGE ON THURSDAY 18 OCTOBER 2024 AT 10.00 A.M.

To: Members of the Finance & General Purposes Committee:

You are hereby summoned to attend the above meeting.

To: Members of the Public and Non-Committee Parish Councillors: You are hereby invited to attend this meeting.

You may contact the Parish Clerk on 01326 574781/07767165077 or email clerk@breagepc.org.uk

 Recoverable Signature

X Carol Macleod

Carol Macleod

Clerk and RFO to Breage Parish Council

Signed by: 2635630a-cbdb-4eaa-af3c-a9b5f8625bfd

AGENDA

1. FIRE DRILL

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

4. PUBLIC PARTICIPATION

5. TO CONFIRM THE MINUTES OF THE MEETING 19 OCTOBER 2023

6. GENERAL PURPOSES

**To review the following and make any necessary resolutions for changes to be presented to full Council
Hard copies available in the Parish Rooms for F&GP Committee Members to view**

- a) Standing Orders
- b) Code of Conduct for Members
- c) Adopted Policies and Procedures
 - i) Cemetery Health & Safety Policy
 - ii) Cemetery Management Plan
 - iii) Complaints Procedure & Policy
 - iv) Data Privacy Policy
 - v) Equality & Diversity Policy
 - vi) Grants Policy & Procedure
 - vii) Health & Safety Policy
 - viii) Lone Worker Policy
 - ix) Model Publication Scheme - Prices amended 7 November 2023
 - x) Press & Media Policy
 - xi) Strategy on Local Democracy & Citizenship
 - xii) Vexatious Complaint Policy
 - xiii) The Praa Green Management Plan

7. FINANCE

- a) To review the following
 - i) The Financial Regulations – previously checked at the APCM 7 May 2024
 - ii) Risk Management - Financial – previously checked at the APCM 7 May 2024
 - iii) Asset Register – previously checked for internal and external audits 2024

- b) Scribe Accounts reconciliations to 27 September 2024 have been completed and have been checked by a Member of the F&GP Committee
- c) To review the budget figures 2024/2025 to the end of September 2024
- d) To discuss inclusion of any new items that have been costed and received
- e) Grant allocations 2025/26 will be decided under the s137 figure indicated in the budget, this to be recommended at the 5 November 2024 meeting
- f) To resolve that the figures approved by the F&GP Committee on 18 October 2024 are to be presented at the Ordinary Parish Council meeting, that includes Budget/Precept 2025/2026, to be held on 5 November 2024**