



# Colehill Parish Council

**Mrs Zoe Caddy, Clerk to the Council**

17 Four Wells Road, Colehill, Dorset, BH21 7BA

Telephone: 01202 880049

email: [clerk@colehill.gov.uk](mailto:clerk@colehill.gov.uk)

[www.colehill.gov.uk](http://www.colehill.gov.uk)

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4<sup>th</sup> September 2024

Dear Member

You are summoned to attend a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** of Colehill Parish Council which will be held in the Betty Webster Committee Room at Colehill Village Hall, on the 10<sup>th</sup> September 2024 at 8.00pm or at the rising of the Highways, Plans and the Environment Committee meeting, whichever is the later, to consider the following Agenda items.

Yours faithfully

Clerk

**The Councillors who are called to this committee are:** [Cllrs Susan Cowsill, Ann Edwards, Leslie Gibson, KD Johnson, Mark Keniston, Ken Murgatroyd and Emma Urquhart](#)

## A G E N D A

- 1. Apologies for Absence**  
To receive apologies for absence.
- 2. Declarations of Interest**  
To receive declarations of disclosable pecuniary interests from Members in respect of the following items.
- 3. Public Discussion Period**  
Members of the public will have an opportunity to raise questions and make representations.
- 4. Minutes**  
To confirm the Minutes of the meeting held on 20<sup>th</sup> August 2024 ([here](#)).
- 5. Matters Arising**  
Any questions arising from the Minutes of 20<sup>th</sup> August 2024.
- 6. Accounts**  
To receive the accounts for the period 1 April 2024 to 4<sup>th</sup> August 2024
- 7. Year End 31 March 2024**  
The audit was completed on 29<sup>th</sup> August 2024 by BDO with only a minor observation raised in connection with minuting any chosen internal auditors independence and a requirement to in future set out a letter stating the scope of what the internal audit will cover. The Notice will be displayed for 14 days on the Parish noticeboard and indefinitely on the website here [Completed-Audited-2023-2024-AGAR.pdf \(colehill.gov.uk\)](#).
- 8. Governance Document/Policy Review**  
To review and to resolve to adopt the following documents, no suggested changes:

A) Disciplinary Procedure [here](#)

B) Equality & Diversity Policy (draft attached) which will replace the Equal Opportunity Policy [here](#)

C) Grievance Procedure [here](#)

D) Sickness and Absence Policy [here](#)

E) Dignity at Work Policy [here](#)

**9. Insurance**

To review information sent from A J Gallagher specialist insurance broker to resolve to renew the Council annual insurance at a cost of £2,783.04

**10. Accounts for Payment**

List to be laid on the table and resolved to pay.

**11. Bank Account Reconciliations**

To sign the bank reconciliations.

**12. Items for report and close of meeting**