



# Colehill Parish Council

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

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15<sup>th</sup> November 2023

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 21<sup>st</sup> November 2023 at 7:15pm to consider the following Agenda items.

Yours faithfully

*Zoe Caddy*

Clerk

**The Councillors who are called to this committee are:** **Cllrs Nigel Bridle, Ann Edwards, Leslie Gibson, KD Johnson, Mark Keniston, Ken Murgatroyd, Andy Todd 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 12<sup>th</sup> September 2023 ([here](#)).

**5. Matters Arising**

Any questions arising from the Minutes of 12<sup>th</sup> September 2023.

*The Minutes have been approved by Council.*

**6. Annual Review of Balances and Earmarked Reserves**

**Draft Estimates and Budget 2024/2025 (attachments to follow)**

(a) To review the balances of the 2023/2024 budget.

(b) To consider the expenditure required in 2024/2025 to assist with the budget preparation.

(c) To consider the draft budget for 2024/2025.

(d) To indicate to Council what the recommended Precept should be.

**7. Accounts for Payment**

List to be approved.

**8. Accounts**

To receive the accounts for the period 1 April 2023 to 14<sup>th</sup> November 2023 (copy herewith).

**9. Bank Account Reconciliations**

To sign the bank reconciliations.

**10. Governance Documents and Policies**

Data Breach Policy - no changes proposed other than removing the next review date [Data Breach Policy](#)

Vexatious Requests Policy - no changes proposed other than removing the next review date, and moving the policy into our standard format [Vexatious Policy](#)

Code of Conduct - No amendments have been made to the NALC Model already adopted, so no changes proposed [Code of Conduct](#)

Dignity at Work Policy – Draft (to follow)

**11. Internal Audit**

To note that the internal audit has now taken place. The report letter is available [here](#)

**12. Virement**

To consider approving virements for the expenditures incurred below.

100/15 – PC & Printer	Overspend £362.98
125/2 – Other s.137 payments	Overspend £7,434.57
135/2 – Noticeboards	Overspend £1,156.06
165 – Publicity	Overspend £290.70

If approved, the sums will need to be taken from other budget headings – to further resolve where from.

**13. CIL Spending**

A discussion on potential CIL spending projects in the next 12-18 months with an aim to identify priorities and ideas to research further.

**14. Items for report or future Agenda**