

NOTICE OF MEETING

**A meeting of the Finance Committee
will be held on Monday 11th November 2024 commencing at 18.00h
Pools and Gardens Ltd shop, Walkmills Farm, A38 Wychbold, WR9 0DH.**

Venue Directions: travelling towards Droitwich on A38, first access on the right after M5 j5 – follow the drive and the shop is the first long brick building on the left-hand side. There is plenty of parking.

The meeting is open to members of the public who may ask questions during item 5.

Summons

All members of the Finance Committee are summoned to attend this meeting to transact the business on the agenda set out below.

Gill Lungley 05/11/2024
Gill Lungley FSLCC, Clerk / RFO

**Finance Committee members:
Cllr J Harrigan (Chair), Cllr N Edge,
Cllr N O’Leary + 1 vacancy; Cllr S Howarth *ex officio***

AGENDA

1. Chair’s Welcome.
2. To note any apologies for absence.
3. To receive declarations of interest and decide upon any request for dispensation.
4. To approve the minutes of the [previous meeting](#) held 15/10/2024.
5. Public Participation – members of the public are invited to ask questions.
6. To consider matters raised at the Park Improvement Committee meeting held 21/10/2024 and receive any progress updates, including preparation of the tender document and likely impact on the budget.
7. Updates to matters raised at the previous committee meetings and agree next steps including revisit of the Internal Auditor’s recommendations and DPC response.
8. Receive an update to this year’s budget progress, consider contract renewals and note the impact of the latest staff pay negotiations.
9. Review the budget preparations for 2025/26 as discussed at the previous meeting and revise for recommendation to the next meeting of the parish council (25/11/2024).
10. To receive an update to the Asset Review.
11. To review policies:
 - a) Balances and Reserves
 - b) Communications Risk Assessment
 - c) Investment
 - d) Retention
 - e) Tenders and Quotes

- 12.** To exclude members of press and public (if deemed necessary) via Public Bodies (Access to Meetings) Act 1960, if the business to be discussed involves the likely disclosure of confidential information relating to staff, legal matters or contracts.
- 13.** Date, time and venue of next meeting: to be arranged.