

NOTICE OF PARISH COUNCIL - FINANCE COMMITTEE MEETING
Monday 22nd July 2024 – 7pm at Manor Hall red brick annex

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human Rights.

AGENDA

1. Committee to appoint a Chair to run to May 2025
2. Apologies for absence
3. Declarations of Interest under the Localism Act 2011
4. Pre-arranged items from members of public **Anyone wishing to speak should contact the [RFO](#) before the meeting.**
5. Committee to appoint 3 members to form Staff Committee
6. Staff Committee to NOTE review/appraisals are due in September 2024
7. To CONSIDER/APPROVE comments on any Planning Applications (necessary due to deadline dates)
 - (a) [P24/01621/F](#) Erection of 1no. dwelling with associated works (resubmission of planning application P23/02813/F) 363 Badminton Road Yate South Gloucestershire BS37 5JF
 - (b) [P24/01613/HH](#) Erection of single storey rear extension and extension to existing front dormer to provide additional living accommodation. 450 Badminton Road Yate South Gloucestershire BS37 5HX
 - (c) [P24/01383/O](#) Erection of 1no. dwelling, with associated works (outline) with all matters reserved. Land At 6 Vicarage Road Coalpit Heath South Gloucestershire
8. Committee to APPROVE [Minutes of F & GP Meeting held on March 25th 2024](#)
9. Committee to NOTE receipt of Bank reconciliation and statements 1st April – 30th June 2024
10. Committee to NOTE full lists of payments & receipts for 1st April – 30th June 2024
11. Committee to APPROVE list of standing orders or direct debits
12. Committee to discuss/APPROVE any internal audit recommendations
13. Committee to NOTE any update on external audit process
14. Committee to NOTE information on 2024/25 Receipts & Payments vs Budgets and forecasts and discuss/APPROVE any required decisions:
 - (a) Any matters arising from Net Position report
 - (b) APPROVE quote to remove wooden trim trail equipment at Westerleigh Playing Field to enable installation of new trim trail
 - (c) APPROVE quote to i) remove ii) replace, fencing panels and decking to enable render rectification work to be carried out at Bitterwell Lake chalet
 - (d) VAT summary
15. Committee to note correspondence relating to Finance matters and any other matters required by the RFO

16. Committee to review, update & APPROVE locations of funds with reference to the [WPC Investment Policy](#) and upcoming payments
17. To NOTE Parish Council's and/or staff subscriptions to other bodies
18. Items considered urgent or exempt by the Chairman
19. Dates of future Parish Council meetings/Committee meetings

Full Parish Council meeting Monday September 9th 2024 7pm Henfield Hall

F & GP Committee meeting October TBA