

WITHYHAM PARISH COUNCIL

To all Members of the **FINANCE** Committee
(with copies to all other Councillors for information).

You are summoned to attend a meeting of the **FINANCE** Committee to be held at **The Old Station**, Station Road, Groombridge on **Monday 14th August 2023 at 7pm** when it is proposed to transact the following business:

Deborah Siddle, Clerk – 8th August 2023

Members of the public are encouraged to attend our meetings, there is a 10-minute opportunity for them to address the Committee at the start of the meeting.

Members of the public may also attend meetings via Zoom
(access details at the end of this agenda).

- 1. ENQUIRE WHETHER ANYONE PRESENT INTENDS TO FILM, PHOTOGRAPH AND/OR RECORD THE MEETING**
- 2. APOLOGIES**
- 3. DECLARATIONS OF INTEREST**
- 4. MINUTES**
 - 4.1 Minutes of the meeting held on 30th May 2023
 - 4.2 Matters outstanding from these minutes
- 5. GRANTS** – consider applications received for the 2023/24 budget
- 6. HEALTH AND SAFETY**
 - 6.1 ROSPA Safety Inspections – receive reports and consider proposed actions
 - 6.2 Consider updated Sovereign playground compliance package
 - 6.3 Groombridge Recreation Ground – receive and consider reported dog incident
 - 6.4 Review current list of Risk Assessments
- 7. PARISH ASSETS**
 - 7.1 Building based assets – note proposal to start considering future options
 - 7.2 Groombridge Recreation Ground – consider offer for an additional dog waste bin
 - 7.3 Groombridge Recreation Ground – consider a request to install a memorial bench
 - 7.4 Parish Maintenance task list – for consideration
- 8. GROOMBRIDGE POST OFFICE/SHOP** – cashflow for noting
- 9. ACCOUNTS & FINANCE**
 - 9.1 Note expenditure against budget reports to August 2023 (including Earmarked Reserves)
 - 9.2 Authorise the payment of August invoices/note regular payments (delegated)
 - 9.3 Consider draft cashflow
 - 9.4 Consider any Virements and Journals
 - 9.5 Note works authorised under Clerk's Delegated Authority – damp and branch removal
 - 9.6 Internal auditor arrangements and costs
- 10. POLICIES**
 - 10.1 Child Protection Policy – proposed revisions including references to vulnerable persons
- 11. REPORT FROM RESPONSIBLE FINANCE OFFICER (RFO)**
- 12. MATTERS OF URGENT IMPORTANCE FOR NOTING OR INCLUSION ON A FUTURE AGENDA**
- 13. DATE OF NEXT MEETING** – Monday 25th September 2023 at 7pm to be held at The Parish Office unless otherwise notified by the agenda

Join Zoom Meeting:

<https://us06web.zoom.us/j/86726068086?pwd=Z0FiQXJvKytSZkdQME1vcTdmanJGQT09>

Meeting ID: 867 2606 8086

Passcode: 962961