

PROBUS PARISH COUNCIL

Clerk: Maria Roper (Parish Council)
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TO MEMBERS OF THE FINANCE COMMITTEE

You are hereby summoned to attend a meeting of the Finance Committee of Probus Parish Council on Thursday, **the 7th September 2023** in Probus Village Hall commencing at 7.00 pm, for the purpose of transacting the following business.

1. Apologies for absence.
2. Declaration of interests in items on the agenda.
3. To confirm the record of the finance committee meeting of 12 April 2022.
4. Public Participation (15 mins).
5. Report on the external audit review and any issues raised therein.
6. Review the Parish Council Standing Orders and recommend any changes to be proposed at the next full council meeting.
7. To update and confirm which councillors & officers are bank signatories and registered to carry out online banking activities.
8. Report on statement of internal control check/s and activity.
9. To receive the statement of accounts to date and review expenditure to budget
10. To review and update as necessary the format & content of the statement of account reports.
11. To consider the presentation of the Parish Council Budget & Fees on its web site
12. To review and update progress against the parish workplan to be reported back to the next full council meeting
13. To receive report on total grants issued by Probus Parish Council in 2022/2023
14. To confirm the timetable for commencing the grant application process for 2024/5
15. To consider and resolve to exclude members of the public and/or press due to the confidentiality of the agenda items 16 & 17
16. Grass cutting contract review – report on any revisions required and associated action
17. To receive an update from the staffing committee on the financial implications of recruitment to the post of parish council “Maintenance Officer”.
18. To consider and review future agenda items:

Future agenda items:

1. *Grant application process for 2024/24*
 2. *Budget review and precept proposals for 2024/25*
 3. *Review of additional funding options for 2024/25*
19. To close the meeting

31st of August 2023
Maria Roper
Clerk to the Council.