

STOWUPLAND PARISH COUNCIL

2 Broomspath Road, Stowupland, Suffolk, IP14 4DB
Tel: 01449 677005 Email: parishclerk@stowuplandpc.co.uk
Chairman: Councillor Sally Reeves Clerk: Mrs Claire Pizzey

A FINANCE AND POLICY COMMITTEE MEETING

which is to be held in URC Church Hall, Church Road, Stowupland
on Thursday 23 September 2021 at 7.30pm

AGENDA

17 September 2021

1. Apologies for Absence

To note any apologies for absence

2. Declarations of Interest

To receive any Councillors' Declarations of Local Non-Pecuniary Interests

3. Dispensations

To receive any requests for dispensations

4. Minutes

To approve the minutes of the meeting held on 29 July 2021 as a true record of the business conducted.

5. Matters of report

To review the matters arising from previous meetings and agree further action

6. Public Forum

To note any questions from members of the public

7. Audit

1. To receive and note the completion of the limited assurance review for the year ended 31 March 2021 for Stowupland Parish Council
2. To note confirmation that in accordance with legislation the Clerk has advertised the conclusion of audit for the year ending 31 March 2021

8. Financial Regulations

To review amendments to the Financial Regulations for sign off by the Parish Council on 14th October 2021

Note: 4.5 In cases of extreme risk to the delivery of council services, the clerk in conjunction with the Chairman or Vice Chairman may authorise revenue expenditure on behalf of the council which in their judgement is necessary to carry out. Such expenditure includes repair, replacement or other work, whether or not there is any budgetary provision for the expenditure, subject to a limit of £1,000. The Chairman/Vice Chairman shall report such action to the full Parish Council as soon as practicable thereafter.

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9. Risk Assessments

To review the following Risk Assessments: <https://stowupland.suffolk.cloud/governance-and-policy/>

1. Cemetery Caretaker and General Maintenance Worker Risk Assessment
2. Clerk Risk Assessment Risk Assessment
3. Community Litter Picker
4. Parish Risk Assessment
5. Volunteer Risk Assessment

10. Allotments

1. To review the allotment fees
2. To consider and agree amendment to the tenancy agreement

11. Cemetery

1. To review the cemetery fees

12. Additional Business Bank Account

To consider opening an additional Business Bank Account

13. Credit Card

To consider the proposal that the Parish Council applies for a credit card for use of purchases and that a system be instigated to monitor control

14. Date of next meeting

To note the date of the next meeting is Thursday 25 November 2021

Claire Pizzey

Claire Pizzey | Clerk & RFO to the Council

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