**STOKE GABRIEL PARISH COUNCIL**

The meeting of Stoke Gabriel Parish Council Finance and General Purposes Committee will be held on MONDAY 14th NOVEMBER 2022 at 7pm in the Village Hall, Stoke Gabriel

All Committee members are summoned to attend for the purpose of transacting

the following business.

 Members of the Public and Press are welcome to attend

Please note that the meeting is recorded by the Clerk

 1. **Chair and Membership**: The minutes of the last Parish Council Annual Meeting did not record the agreement on Members and Chair of this Committee as required by the Terms of Reference.

Consequently there is a requirement to correct this omission.

All Council Members present at the Annual Meeting have been consulted and the agreed Members and Chair of this Committee will be confirmed by the Clerk as this point in the meeting.

 2. **Election of Vice Chair of the Committee** (Fiest Meeting of the Committee following on from the Parish Council Annual Meeting)

3. **Apologies for absence**

4. **Declaration of Interests / Dispensation requests**

5. **Public Participation**: A period of 10 Minutes will be allowed for

members of the Public to ask questions or make any comment regarding the

work of the Committee or items on the agenda

The Committee will convene to conduct the following business

5. **Agree Schedule of Meetings for the remainder of the Council Year (to be published)**

4. **Minutes of Previous Meeting**: To consider, amend as agreed by the Committee ( if required ) and approve the minutes of the Finance Committee Meeting 10th January 2022

5. **Matters arising from the Committee Meeting of 10th January 2022**

**7. Date of next Quarterly Report and Bank Reconciliation to Parish Council**

**8. Parish Council Financial Regulations ammandment status**

**9. Parish Council Risk Management status**

**10. Review of funding of Parish Council long term plans and reserves required (3 year plan)**

**11. Precept process:**

1. Review of budget proposals from other Parish Committees
2. Agree draft budget and precept requirement allied to three year plan. To be submitted to Council before the end of November

**12. Date of annual account submission for external audit**

**13. Date of next quarterly internal audit**

**14. Status of Parish Council assett register and inspection and date of next review/inspection**

**15. Status of Financial Risk Register including date of annual review of the same**

**16. Insurance matters**

1. **Wassail**
2. **Bird bath**

**16. Status of VAT return**

**17. Personnel Matters**

**18 Date and Time of Next Meeting**

**Rob Barber , Locum Clerk to Stoke Gabriel Parish Council 8th November 2022**

**email clerk.sgpc@gmail.net**

**07774 869 041**