**STOKE GABRIEL PARISH COUNCIL**

The meeting of Stoke Gabriel Parish Council Finance and General Purposes Committee will be held on MONDAY 20th February 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 to assist with Minute taking.

1. **Apologies for absence**

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

**3**. **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 reconvene to conduct the following business

**4**. **Minutes of Previous Meeting**: To consider, amend as agreed by the Committee (if required) and approve the minutes of the Finance Committee Meeting 23rd January 2023.

**5**. **Matters arising from the Committee Meeting Minutes of 23rd January 2023**

**6. Invoices to be recommended to Council for payment at next Council Meeting**

**7. HMRC payments and returns**

**8. Status of VAT return**

1. To agree or otherwise submission of an online Form 126 for outstanding VAT claim.

2. To agree to submit next VAT return on-line and date fore this submission.

**9. Quarterly Report and Bank Reconciliation to Parish Council for December 2022**

To review and agree the Report and Bank reconciliation for presentation to the Parish council Meeting on 30th January 2023

**10. Quarterly Internal Audit (as carried out by Finance Committee)**

**12. Selection of Internal Auditor**

To select and recommend an internal auditor to the Full Council

**11. Inspection of Parish Council assets and update of register -** Update

**12. Cyber-attack insurance requirements**

To agree or otherwise the need for cyber-attack and data protection insurance.

To review and recommend to Council one of the insurance quotes for cyber-attack and Data Protection.

**Date and Time of Next Meeting**

**Rob Barber**

**Clerk to Stoke Gabriel Parish Council 13th February 2023**

**07774 869 041**