



Congresbury Parish Council

Orchard House
The Old School Rooms
Station Road
Congresbury
BS49 5DX

Chairman: Cllr Jane Clarke
Clerk: Nicky Andrews
RFO: Gemma Palmer

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**All Council meetings are open to the
public and press**

TO: All Members of the Finance Committee

13th February 2024

Dear Councillor,

You are summoned to a meeting of the **Finance Committee of Congresbury Parish Council** in the St Andrews Room, the Old School Rooms, Station Road, Congresbury, on **Monday 19th February 2024 at 7.30pm**. The meeting will consider the items set out below.

At the start of the meeting there will be a public participation session to enable the people of Congresbury to address the Council on any issue, subject to time available. Each speaker will be limited to a period of up to five minutes with a maximum total time of 15 minutes.

Emergency Evacuation Procedure for the Old School Rooms is the car park entrance.

Nicky Andrews

Nicky Andrews
Parish Clerk

A G E N D A

- 1. To receive apologies for absence.**
To receive any apologies for absence and to approve the reasons given.
- 2. Public participation**
The Chairman of the Committee will select the order of the matters to be heard. Each speaker will be limited to a period of three minutes (to a maximum of 15 minutes total public participation at the Chairman's discretion).
- 3. Declarations of Interest**
Members to declare any interests, including Disclosable Pecuniary Interests (DPI) they may have in agenda items that accord with the Parish Council's Code of Conduct and to consider any requests from members for Dispensations.
- 4. Financial Regulations**
To review financial regulations following recent update and NALC model financial regulations
- 5. Budget 2023/24**
Members to review and consider the budget as at 31st January 2024.
- 6. Precept 2024/25**
RFO to provide details of submission to North Somerset Council
- 7. Grants 2024/25**
Approved applications for new financial year to be noted.
- 8. IT support**
To consider a monthly IT support agreement
- 9. Petty Cash**
To review and consider the internal audit report recommendation.
- 10. Bank signatories.**
To review and consider authorised signatories.
- 11. HoneyHall Solar Farm Community Benefit Fund**
The Committee to consider options for the community benefit fund.
- 12. Next Finance meeting**