

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

COUNCIL OFFICE
THE PARADE
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Office Hours

Monday & Thursday
9.30 – 12.30
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3rd December 2024

Dear Councillor,

You are summoned to a meeting of the **Finance and Governance Committee** to be held **at the Parish Council Offices** on **Monday 9th December 2024** commencing at **7.30 p.m.** to consider the following Agenda.

Please give apologies to the Committee Chairman or Clerk prior to the meeting

Yours sincerely

M.S. Carey

Margaret Carey
Clerk

A G E N D A

1. To receive any apologies for absence
2. Declaration of Interests relating to items on the Agenda
3. Public Question Time - Presentation by Rudloe Community Centre Trustees
4. To receive the Minutes of the Finance & Governance Committee Meeting held on 14th October 2024 and any matters arising from the Minutes
 - Parish Council Carbon Audit – update
 - Combined Prepare/Resilience Plan – update
 - Improvements to the front page of the website – Update and Accessibility Statement
 - Business Planning session with Councillors - update
5. Review of Policies
 - Inclusion Policy
 - Health & Safety Policy and Procedures
6. Financial matters
 - To consider the draft budget for 2025/26 and to set the precept
 - Update on insurance claim re work to Market Place car park wall
7. Legal Matters – update
 - Lodge tenancy – condition report received
8. Items for Discussion
 - Consultation to enable remote attendance and proxy voting at local authority meetings – collate responses to questionnaire
 - Discussion re the Lease for the Rudloe Community Centre – release of funding
 - Forward Plan – discussion on inserting an Action Tracker
9. To receive any correspondence
10. Forward Plan/Risk Assessment and Asset Management - update
11. Any items of report or future agenda items
12. Date of next meeting – 10th February 2024