

Betley, Balterley and Wrinehill Parish Council Finance and Audit Committee

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To the Members of Betley, Balterley and Wrinehill Parish Council – Finance and Audit Committee

Dear Councillor

You are hereby summoned to attend the **Finance and Audit Committee** of Betley, Balterley and Wrinehill Parish Council to be held on **Thursday, 31st October 2024 at 2.00 pm at Betley Village Hall (Committee Room), Main Road, Betley, CW3 9BH** where the undermentioned business is to be transacted.

Yours faithfully

M Clough

Mrs M Clough
Parish Clerk and Responsible Financial Officer

AGENDA

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. DECLARATIONS OF INTEREST

To receive any declarations of personal and prejudicial interests from Members of the Parish Council on matters to be discussed at the Meeting.

3. MINUTES

The Minutes of the proceedings of the Finance and Audit Committee held on 25th July 2024 to be approved as a correct record and signed by the Chair of the Committee. Minutes circulated.

4. BUDGET AND FINANCE 2024-2025

To discuss and consider a report of the Clerk and Responsible Financial Officer. Report circulated.

5. ACTION PLAN 2024-2025

To consider a Mid-Year Review of the Action Plan 2024-2025. Report circulated.

6. GOVERNANCE DOCUMENTS

Members are asked to make a recommendation to the Parish Council to approve and adopt the following documents (documents circulated):-

- (i) Financial Regulations 2024-2025
- (ii) Code of Conduct 2024-2025
- (iii) Social Media Policy 2024-2025
- (iv) GDPR Policy 2024-2025
- (v) Retention of Documents Policy 2024-2025
- (vi) Publication Scheme 2024-2025

7. RISK ASSESSMENT 2024-2025

To consider and approve the 2024-2025 Risk Assessment (Risk Assessment circulated)

8. ASSET REGISTER 2024-2025

To consider and approve the 2024-2025 Asset Register (Asset Register circulated)

9. SAKURA CHERRY TREE PROJECT

Councillor Bettley-Smith to report on this Project.

10. DATE OF NEXT MEETING

To note that the next meeting of this Committee will be held on 23rd January 2025.

11. URGENT ITEMS

To consider any other items which the Chair is of the opinion shall be considered as a matter of urgency

12. EXEMPT ITEM

Members are asked to resolve that in accordance with Schedule 12A of the Local Government Act 1972, the following item of business is exempt from the press and public, as primary discussions will be held which would identify individuals and businesses.

13. FORWARD PLANNING 2025-2026

Report of the Clerk and Responsible Financial Officer circulated to Members of this Committee only.

- (i) Budget Planning 2025-2026
- (ii) Correspondence Received