

# Longdon Parish Council

Including Longdon, Longdon Green, Upper Longdon & Gentleshaw



## Finance and General Purposes Committee

October 2016

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**To:** Members of Finance and General Purposes Committee

(Cllrs: Mrs G Duckett, B Butler, K R Morgan and C J Webb.) **cc: Other members of Council for information**

Dear Councillor

You are requested to attend a meeting of the **Finance and General Purposes Committee** to be held on **Thursday 19<sup>th</sup> October 2016 at 11.00am** at **Longdon WI Hall**, at which the following business will be transacted.

*Hilary Goodreid*

Hilary Goodreid  
Parish Clerk  
Longdon Parish Council

### AGENDA

- 1 Apologies for absence**
- 2 Declarations of Interest**
- 3 Public Participation**
- 4 Minutes:** To confirm as a correct record the Minutes of the Finance and General Purposes Committee Meeting held on 6<sup>th</sup> September 2016 (copy attached)
- 5 Matters Arising on the Minutes** (items not otherwise on the agenda)
- 6 Local Council Awards:** The application for the award is being made but the committee will be looking through the requirements and ensuring that all documentation is in order prior to the application being sent off.
- 7 Review Standing Orders and Financial Regulations:** As part of good housekeeping, Cllrs will ensure that items agreed in the minutes this year have been correctly copied over to these documents.
- 8 Councillor Induction and Support:** Cllr Webb to present a paper for discussion.
- 9 Risk Assessment:** Cllrs to consider the updated Risk Assessment which now contains a scoring rating
- 10 Small Grants Awards Terms and Conditions:** Cllrs to consider the example application for publication on line
- 11 New Councillor Application Form:** Cllrs to consider a draft application form
- 12 Website:** To look at the attached paper considering possible changes to the website. Cllrs will make recommendations to full council is required.
- 13 Budget / Actual Expenditure:** Councillors to note the September bank reconciliation and budget spend.
- 14 Councillors reports:** To hear any items of importance which councillors may wish to raise (no decisions will be taken in this item).