

# Longdon Parish Council

Including Longdon, Longdon Green, Upper Longdon & Gentleshaw



## Finance and General Purposes Committee

February 2017

---

**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 **Tuesday 7<sup>th</sup> February 2017 at 6.00pm** at **Longdon WI Hall**, at which the following business will be transacted.

*Hilary Goodreid*

Hilary Goodreid  
Parish Clerk  
Longdon Parish Council

### AGENDA

- 15 Apologies for absence**
- 16 Declarations of Interest**
- 17 Public Participation**
- 18 Minutes:** To confirm as a correct record the Minutes of the Finance and General Purposes Committee Meeting held on 31<sup>st</sup> October 2016 (copy attached)
- 19 Matters Arising on the Minutes** (items not otherwise on the agenda)
- 20 Risk Assessment:** too look through the risk assessment sections for F and GP
- 21 Debt Benefit and Consumer advice:** to consider the SCC information that the centre is closing due to lack of funding.
- 22 Draft Training Policy for consideration:** to consider the draft before putting to full council meeting.
- 23 Asset Register:** review the register and check that it is up to date
- 24 Insurance:** review the insurance requirements prior to end of year.
- 25 VAT Claim:** sign off the claim for VAT for the 2016/2017 financial year.
- 26 Budget / Actual Expenditure:** Councillors to note the January bank reconciliation and budget spend.
- 27 Budgets for 2017/2018**
- 28 Councillors reports:** To hear any items of importance which councillors may wish to raise (no decisions will be taken in this item).