


ROSSINGTON PARISH COUNCIL



Clerk to the Council
Anne M Hammond
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Parish Office
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 Rossington Parish Council

27 September 2017

Dear Councillors A Harper (Chair), C Beaumont (Vice Chair), J Cooke (Ward Cllr), G Dutton, J Gilson, D Harper, C Stone, J Parkin, W Reynolds, K Guest, G Sheldon, N Smithard, B Johnson, G Baker and R Greaves

You are summoned to attend the next **FINANCE AND GENERAL PURPOSE COMMITTEE** Meeting to be held at 6.15 pm on Tuesday 3 October 2017 at Rossington Memorial Hall

AGENDA

1. To welcome and introduce Cllrs and members of the public
2. To elect a Chair and Vice Chair
3. Public session (15 minutes)
(Members of the Public will adhere to the rules set out by the Council for this Session)
4. To receive any announcements
5. To receive apologies and approve reasons for absence
 - 5.1 To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interest
 - 5.2 To receive and consider any applications for dispensation (Clerk to be notified 3 working days prior to the meeting)
6. Matters arising from the minutes of the meeting on 29 November 2017
7. To consider the upgrade of the office computer systems.
8. To consider the working dates of the Clerks and discuss staff
9. To consider the Parish Budget for 2018/2019
10. To consider a Feasibility Study and Business Plan for taking over the Youth Building
11. To consider the Terms and Reference for the F&GP Committee
12. To review the Parish Council's Financial Regulations
13. To review the Parish Council's Financial Risk Assessment
14. To consider the Effective Management of Recording Meetings Policy
15. To consider the Press and Media Policy
16. To consider the Dignity at Work/Bullying and Harassment Policy
17. To consider the Code of Conduct for Members Policy
18. To allocate Cllrs to undertake the ongoing Internal Audit of Parish Council Accounts
19. To notify the Clerk of matters for inclusion on the agenda for the next meeting
20. To confirm the date and time of Next Meeting

A. M. Hammond

Membership of the Finance & General Purpose Committee: A Harper, C Beaumont, J Cooke, J Parkin and K Guest