



Tollesbury Parish Council

Notice is hereby given that the Meeting of the **FINANCE AND POLICY COMMITTEE** will be held on **Tuesday 12th December 2023** in the Pavilion commencing at **7.30 pm**, to which members of the Council are summoned for the transaction of the under-mentioned business.

M. Curtis

Michelle Curtis – Clerk to the Council

5th December 2023

Councillors: Cllr M Bell, Cllr R Clare, Cllr C Page, Cllr S Plater

THE PRESS AND PUBLIC ARE CORDIALLY INVITED TO ATTEND

Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted however the privacy of (i) persons who object to the same and (ii) children and vulnerable adults must be respected by anonymising the identities of such.

1. Apologies for Absence

To receive apologies for absence.

2. Declaration of Interest

To disclose the existence and nature of any Disclosable Pecuniary Interests, Other Registrable Interests and Non-Registrable Interests relating to items of business on the agenda having regard to paragraph 9 and Appendix B of the Code of Conduct for Members. (Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting.)

3. Public Forum

Members of the public will be given an opportunity to put forward their question(s) or statement to the Council. The Chairman will at his discretion then decide if he is able to answer the question(s) or proposes to put the item on the agenda for the next meeting.

4. Minutes

To confirm Minutes of the Meeting held on 4th October 2023

5. Earmarked Funds

To carry out a review of the Earmarked Reserves.



6. Budget/Precept 2024/25

To consider estimates and set a budget for 2024/25

7. Fees

To review the fees for 2024/25

8. Policies and Procedures

8.1 To agree to the proposed amendments to the Equality and Diversity Policy

8.2 To agree to the proposed amendments to the Publication Policy

8.3 To agree to the proposed amendments to the Document and Data Retention Policy

8.4 To agree to the proposed amendments to the Freedom of Information Policy

8.5 To discuss whether there is a need for a Recording Policy

9. Website

To consider any suggestions from Councillors for changes to the website

10. Email Addresses

To discuss options for Parish Councillor email addresses

11. Other Matters

To consider any other matters relating to the Council's finances

12. Date of Next Meeting

Tuesday 12th March 2024 – Pavilion – 7.30pm

Clerk: Michelle Curtis

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