



Notice is hereby given that a Meeting of the Finance & Policy Committee will be held on Tuesday 23rd September 2025, in The Pavilion, Tollesbury Recreation Ground, Elysian Gardens, commencing at 7.00pm, to which members of the Council are summoned for the transaction of the under-mentioned business.

M. Curtis

Michelle Curtis – Clerk to the Council/RFO

10th September 2025

Councillors: C Page (Chair), M Bell, R Clare, P Gilbert, S Hawes

Recording of Meetings

The meeting will be recorded to assist the Parish Clerk to compile the minutes. The recording will be deleted afterwards.

A G E N D A

1. **Apologies for Absence**
To receive apologies for absence
2. **Declarations 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**
Public participation - Residents wishing to raise a matter in the public forum should inform the Parish Clerk of the topic by noon the previous working day
4. **Minutes**
To confirm the minutes of the Meeting held on 15th August 2025
5. **Accounts 2025/26**
To carry out a review of the 2025/26 accounts
6. **Policies and Procedures**
 - 6.1 To review the Habitual or Vexatious Complainants Policy
 - 6.2 To review the Recording at Parish Council Meetings and Parish Council Business Meetings Policy
 - 6.3 To review the Website Policy
 - 6.4 To review the Website Accessibility Statement
 - 6.5 To review an IT Policy and consider recommending adoption to the Full Council

7. Insurance

To review the quotations for the Parish Council insurance

8. Procedures - Quotations

To review the procedure for obtaining quotations for any work required by the Parish Council

9. Other Matters

To consider any other matters relating to Finance and Policies/Procedures

10. Date of the Next Meeting

To agree on the date for the next Finance & Policy Committee

If you would like an item on the agenda at any Parish Council or Committee Meeting, please submit your request in writing to the Parish Clerk at least a week before the meeting.

Clerk: Michelle Curtis

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