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STILTON PARISH COUNCIL

www.stiltonparishcouncil.gov.uk



Parish Clerk: Julianne Lawrence
The Parish Room, Church Street, Stilton
clerk@stiltonparishcouncil.gov.uk

To: Members of The Finance, General Purpose and Communication committee of Stilton Parish Council

Sir/Madam

You are hereby summoned to attend the meeting of **the Finance, General Purpose and Communication committee** to be held at the Parish Room on **Tuesday 23 April 2024** at 7.30pm.

Julianne Lawrence

Julianne Lawrence
Parish Clerk

17 April 2024

THE PUBLIC AND PRESS ARE WELCOME

AGENDA

FGPC01/04/24 APOLOGIES FOR ABSENCE

To receive and accept apologies for absence.

FGPC02/04/24 DECLARATIONS OF INTEREST

To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda Item.

FGPC03/04/24 PUBLIC PARTICIPATION

A maximum of 15 minutes is permitted for members of the public to address the meeting in relation to the business to be transacted at the meeting.

FGPC04/04/24 MINUTES

To approve as a correct record the Minutes of the FGPC meeting held on Tuesday 9 January 2023 and be signed by the Chairman.

FGPC05/04/24 PARISH COUNCIL FINANCES

Members to;

- a) Receive a report, outlining end of the financial year 23/24 finances
- b) Review the year-end budget position noting funds moved into EMRs and any excess to be moved to General Reserves
- c) Chairman to check and sign the previous quarter's bank reconciliations and bank statements

- d) Invite the Clerk to report on a new bank account to place funds in excess of £85,000 from the Parish Council's current account
- e) Carry out the quarterly review of the investment portfolio alongside FY23/24 performance to enable an annual report on the parish's investment activities
- f) Consider investment options to be provided to the Parish Council on 14/05/24 re a CIL payment of £28,249.68 (Planning Ref:20/02362/REM).

FGPC06/04/24 SCAN CHARGE

Clerk to report that SCAN (from the July 24 issue) will charge the Parish Council £40 for a double page of material (currently used to print publish the Parish Council monthly newsletter alongside the digital copy on the website/social media). Any additional material to be charged at an additional £20 per page (or part page). Committee to ...

- Consider if the charge represents best value for the village and if the changes align with the Parish Council's Communication and Community Engagement Policies
- Allocate a budget and advise if they would like monthly or quarterly invoicing (to be reported to the Parish Council at the 14 May meeting for further consideration/approval).

FGPC07/04/24 COMMUNICATION

Clerk to report concern of non-factual information regarding Parish Council activities. Committee to discuss how to address miscommunication.

FGPC08/04/24 TERMS OF REFERENCE

- a) Review the FGPC Terms of Reference
- b) Review the Staffing Subcommittee Terms of Reference
- c) Review the Editorial Working Group Term of Reference.

FGPC09/04/24 POLICIES

Review the following policies ready for presentation to the Annual Meeting of the Parish Council on 14/05/23 ...

- SPC's Financial Regulations
- SPC's Standing Orders
- Communication Policy
- Community Engagement Policy
- Reserves Policy
- Asset Register
- Investment Policy
- Parish Council Health and Safety Policy.

FGPC10/04/24 STAFFING SUBCOMMITTEE

Report from and forward recommendations from the earlier meeting on 23/04/24.

FGPC11/04/24 ANNUAL REPORT

Discuss drawing up the Annual Report ready to be presented at the Annual Meeting of the Parish Council on 16/05/24.

Next meeting Tuesday 16 July 2024