

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

COUNCIL OFFICE
THE PARADE
BOX
CORSHAM
WILTS SN13 8NX

Office Hours

Monday & Thursday
9.30 – 12.30
or by appointment

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8th October 2024

Dear Councillor,

You are summoned to a meeting of the **Finance and Governance Committee** to be held **at the Parish Council Offices** on **Monday 14th October 2024** commencing at **7.30 p.m.** to consider the following Agenda.

Please give apologies to the Committee Chairman or Clerk prior to the meeting

Yours sincerely

M.S. Carey

Margaret Carey
Clerk

A G E N D A

1. To receive any apologies for absence
2. Declaration of Interests relating to items on the Agenda
3. Public Question Time
4. To receive the Minutes of the Finance & Governance Committee Meeting held on 20th August 2024 and any matters arising from the Minutes
 - Parish Council Carbon Audit – update
 - Combined Prepare/Resilience Plan – update - Use of Selwyn Hall as a place of safety
 - Renewal of Council Insurance Policy - update
5. Review of Policies
 - Procurement Policy
 - Grant Awarding Policy
6. Financial matters
 - Clerk's report for period 1.8.24 – 30.9.24/monitoring reports
 - To receive the accounts for payment
 - To discuss items to be considered with the budget
7. Legal Matters – update
 - The Lodge – renewal of tenancy from November 2024
8. Items for Discussion
 - Website Accessibility
 - Improvements to the front page of the website
 - Discussion on whether to hold a Business Planning session to be held with Councillors
 - Arrangements for Christmas Tree and Lighting
 - To consider applications for Grants from :
 - Wiltshire Bobby Van Trust Grant for £520 towards proposal to install video doorbells
 - Corsham Windband – Grant for £500 for delivery of brass, woodwind lessons including instruments and music to Box residents
9. To receive any correspondence
 - Letter re Boxfields Bungalows
 - Temporary closure of A365 for Service of Remembrance
10. Forward Plan/Risk Assessment and Asset Management - update
11. Any items of report or future agenda items
12. Date of next meeting – 9th December 2024