

# BOX PARISH COUNCIL

**Mrs.M.S.CAREY**  
Clerk to the Council

**COUNCIL OFFICE**  
**THE PARADE**  
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**CORSHAM**  
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**Office Hours**

Monday & Thursday  
9.30 – 12.30  
or by appointment

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4<sup>th</sup> October 2022

Dear Councillor,

You are summoned to a meeting of the **Finance and Governance Committee** to be held **at the Parish Council Offices** on **Monday 10<sup>th</sup> October 2022** 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 8<sup>th</sup> August 2022 and any matters arising from the Minutes
  - Sale of generator - update
  - Christmas Tree/ Lights - update
  - Review of Emergency/Resilience Plan
5. Review of Policies
  - Policies - spreadsheet showing time line for review
  - Update on Disciplinary Policy and Grievance procedure - Cllr R. Case
6. Legal Matters – Lodge Tenancy update
7. Financial matters
  - Monitoring reports and Clerk's Finance report July - September 2022
  - Feedback from Committee Chairs on items to be included in the budget; preparation for the budget setting meeting on 9<sup>th</sup> November
8. Forward Plan – review and discussion on where public buildings and tools and equipment should be on the Forward Plan
9. To receive any urgent correspondence
10. To receive accounts for payment
11. Any items of report or future agenda items
12. Date of next meeting – 5<sup>th</sup> December 2022