

# 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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3<sup>rd</sup> October 2023

Dear Councillor,

You are summoned to a meeting of the **Finance and Governance Committee** to be held **at the Parish Council Offices** on **Monday 9<sup>th</sup> October 2023** 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  
**Margaret Carey**

**Clerk**

## **AGENDA**

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 14<sup>th</sup> August 2023 and any matters arising from the Minutes
  - Parish Council Carbon Audit – update
  - Minutes from the Communications Working Group
5. Review of Policies
  - Review of Freedom of Information Publication Scheme
6. Financial matters
  - Update on investments
  - Clerk's Financial report
  - Report from External Auditor
  - To receive the accounts for payment
  - Terms and Conditions from Internal Auditor
  - Use of money from earmarked reserves to go towards the purchase of the replacement Mule
  - Clarificaton on need for Capital AssetStrategy
7. Legal Matters – update
8. Items for Discussion
  - Councillors talking to the media
  - Governor Training debrief
  - Date for the Budget Setting meeting and items to consider with the budget setting
  - Website development report
  - Quotation for repainting of the cills and door at Pavilion
9. Forward Plan – review and update  
Risk Assessment - update
10. To receive any correspondence
  - Letter re Community Resilience
  - Review of Polling Districits and Polling Place Review – Briefing Note from WC
  - Flood Wardens Report
11. Any items of report or future agenda items
12. Date of next meeting – 11<sup>th</sup> December 2023