

# 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

Telephone: 01225 742356  
Fax: 01225 744049

E-mail: [Clerk@boxparishcouncil.gov.uk](mailto:Clerk@boxparishcouncil.gov.uk)  
Website address: [www.boxparishcouncil.gov.uk](http://www.boxparishcouncil.gov.uk)

3<sup>rd</sup> June 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 10<sup>th</sup> June 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  
**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 12<sup>th</sup> February and any matters arising from the Minutes
  - Parish Council Carbon Audit – update
5. Review Terms of Reference for the Committee and agree list of policies to be reviewed by the Finance & Governance Committee
6. Review of Policies
  - Review of Freedom of Information Publication Scheme – draft with suggested changes
  - Resilience Plan - update
7. Financial matters
  - New Model Financial Regulations from NALC
  - Clerk's report for period 1.4.24 – 31.4.24
  - To receive the accounts for payment
  - Capital Asset Strategy – update from Cllr Dorey
  - Insurance for the Flood Wardens and Resilience Plan volunteers
8. Legal Matters – update
9. Items for Discussion  
Forward Plan/Risk Assessment - update
10. To receive any correspondence
  - Update on red telephone Box Henley Lane
11. Any items of report or future agenda items
12. Date of next meeting – 12<sup>th</sup> August 2024