

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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2nd August 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 8th August 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

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 13th June 2022 and any matters arising from the Minutes
 - Sale of generator - update
 - Christmas Lights
 - Review of Emergency Plan
5. Review of Policies
 - Policies - spreadsheet showing time line for review
 - Update on Disciplinary Policy and Grievance procedure - Cllr R. Case
6. Financial matters
 - Monitoring reports and Clerk's Finance report - April – June 2022
 - Completion and publication of Business Plan 2022/23
7. Positive Conduct Charter – Discussion on signing up to the Charter – Cllr T. Walton
8. Forward Plan - updates
9. To receive any urgent correspondence
 - Renewal of Parish Council Insurance – completion of questionnaire
10. To receive accounts for payment
11. Any items of report or future agenda items
12. Date of next meeting – 10th October 2022