



# Prestbury Parish Council

## Finance & General Purposes Meeting Agenda

---

Dear Members,

You are summoned to a meeting as follows:

**Date:** Monday 6<sup>th</sup> March 2023

**Time:** 7:00 pm

**Venue:** The Village Hall, Macclesfield Road, Prestbury, Cheshire

**Note to Public and Press:**

Members of the public wishing to address the Council should do so during "Public Participation". Permission to speak will be at the discretion of the Chairman. Please note, the Council may not be able to answer questions if the Council has not considered or resolved the question on an agenda item during a prior meeting. Should this be the case, the Council may advise correspondence with the Chairman to request the item be discussed at a future Parish Council meeting. If questions are considered out of the remit of Prestbury Parish Council, residents will be referred to the appropriate body.

### AGENDA

1. **Apologies - To receive any apologies for absence and note any non-attendance.**
2. **Declarations of Interest - To receive any disclosable pecuniary or other disclosable interests as required under Chapter 7 of the Localism Act 2011.**
3. **Public Participation - The Chair may allow representations from members of the public.**
4. **Minutes**

To approve the draft minutes of the previous Finance & General Purposes meeting held on Monday, 30<sup>th</sup> January 2023, 7:30pm.
5. **Member Audits:**
  - a. To note the form from the RFO for completion of 'in-house' audits going forward and agree any changes.
  - b. To receive a report on the Q3 'in-house' audit from Cllr Herbert.
  - c. To receive the Q2 audit report from Cllr Herbert.
6. **To receive a budget report dated 28<sup>th</sup> February 2023, including:**
  - a. A prediction of the yearend position.



# Prestbury Parish Council

- b. Current reserve levels and a yearend prediction.
- c. To consider any virements or budgetary changes, including a request from the Events Committee to use some on the 2022-2023 grant allocation.

## **7. Risk Assessment Document**

To review the Council's risk assessment document and to agree any changes or updates for recommendation to Full Council.

## **8. Data Retention Policy.**

To consider the draft data retention and publication policies for recommendation for approval to Full Council.

## **9. Financial Regulations**

To receive some recommended updates from the RFO and to review the regulations to recommend a draft revised document to Full Council.

## **10. Asset Register**

To receive the current register, to note a review is underway and to agree the disposal of several items.

## **11. Leases**

To receive an update from the Clerk/RFO on the Council's leases. To agree any actions or further recommendations (if any) to Full Council.

## **12. Contracts and regular suppliers**

To receive an updated list of regular suppliers and contracts and to consider and agree review dates for recommendation to Full Council. To include the consideration of a new licence for the Council's storage.

## **13. Clerk and Chair's Reports**

## **14. Members items: For members to raise any other items for note relating to the committee. (Items raised on the night cannot be debated nor have decisions made.)**

## **15. Future meetings – The next Finance & General Purposes committee meeting: Monday, 17<sup>th</sup> April 2023, 7:00pm.**

Signed: Sue Davies – Clerk and RFO