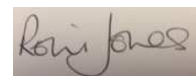


ST CLEER PARISH COUNCIL

Notice is hereby given that an Extraordinary Meeting of the **Finance and General Purposes Committee** of St Cleer Parish Council will be held on Wednesday, 13th June 2018 at 7.30pm in the Council Sports Pavilion, Hockings House, St Cleer to which members of this Sub Committee are summoned to attend



AGENDA

1. Apologies for Absence

2. Declarations of interest relating to matters on the agenda

3. Minutes of the previous meeting held on 9th May 2018

4. Matters Arising None

5. Planning Applications

No Planning applications were identified on 8.6.18

6. Policies and Procedures Review

- | | | |
|---|-----------------------|-----------|
| a. Health and Safety – | Previously circulated | |
| b. Risk Assessment – | Previously circulated | |
| c. Horizon and Skate Park Procedure | | To follow |
| d. Officer and Member Protocol – | Previously circulated | |
| e. Financial Regulations | | To follow |
| f. Procedure for banking cash takings | | To follow |
| g. Procedures for internet payments for salaries and creditors | | To follow |
| h. Procedure for recording payments and receipts | | To follow |
| i. Complaints – | Previously circulated | |
| j. Community Engagement / Social Media– | Previously circulated | |
| k. Discipline and Grievance | Model Template | |
| l. Expenses Policy | | To follow |
| m. Appraisal – | Previously circulated | |
| n. Training for Council and Staff | | To follow |
| o. Other policies are being worked on and shall be brought forward as available | | |

7. CiCA Learning Agreement and Quality Parish Council Award

8. Banking arrangements

- a. Revision of provision of Lloyd's bank account based on VfM in favour of CAF Bank

9. Finance

- a. 2017-2018 Final
b. April and May Comparison

10. Accounts for payment

Payee	Reason	Gross	VAT	Net
Aquastorage	Water Risk assessment	500	100	400

SWAS	Defibrillator	1800		
P Sweet	Survey and ITT	560		
A Davey	Electrical and	150	30	180
A Davey	PAT testing	TBC		
J Husband	Quarter 1 payment	2465		2465
Western Web	Web changes	30	6	36
Viking Direct	Printer ink and sundries	115.78+2.26	23.61	141.65

11. Date of next meeting

- a. 18 July 2018
- b. 12th September 2018

EXO to manage Policy and Procedure input/ITT