

Clerk to the Council/RFO: J Hodgkiss
Chairman: Cllr Caroline Clode

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Committee Members: Clarke (TC), Clode (CC), M Underwood (MU), Teckoe (CT) Chair, P Stevens (PS).

You are summoned to attend a meeting of the **Finance and Personnel Committee** on Monday 18th March 2024 at 7:15 pm at Bayston Hill Memorial Hall.



Julie Hodgkiss
Clerk to the Council

6th March 2024

A G E N D A

F38.23/24 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

F39.23/24 DECLARATIONS OF INTEREST

Disclosure of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.

Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer.

F40.23/24 PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS

To allow members of the public the opportunity to speak on an item listed on the Agenda up to a maximum of 3 minutes.

F41.23/24 MINUTES

To approve and sign the minutes of the Finance and Personnel Committee meeting held on Monday 15th January 2024.

F42.23/24 BANK RECONCILIATION

To note that the Bank Reconciliation for all accounts to 29th February 2024 have been checked & approved by Cllr. Clode.

F43.23/24 FINANCIAL SPOT CHECKS

To note the financial spot check forms up to January 2024 signed by Cllr Osenton.

F44.23/24 QUARTER THREE VAT RETURN

To note the Q3 VAT return

F45.23/24 STAFF ANNUAL LEAVE

To consider a request from a staff member.