

Chinnor Parish Council

SUMMONED TO BE PRESENT: Cllr's Edwards, **Gray**, Mackenzie, Webb and Wright

You are hereby summoned to attend a meeting of the **Finance and Policy Committee** to be held on 17th March 2025, **7pm** at Chinnor Community Pavilion. for the transaction of the following business: -

- 1. Apologies for absence:**
- 2. Declaration of Interest:** Members are asked to declare any disclosable pecuniary interest in items on the agenda, and the nature of the interest, that has not already been recorded in the Member's Register if Interest.
- 3. Public Question time:** (15 minutes maximum) To consider questions from public.
- 4. Minutes of the last meeting:** To approve the minutes of Finance and Policy Committee meeting held 02nd December 2024
- 5. Finance:** Reports covering November & December 2024 to be scrutinised and approved
 - 5.1 Bank Statements as at 31.02.25
 - 5.2 Petty Cash
 - 5.3 Budget Update
 - 5.4 Payments
 - 5.5 To review Ear Marked & General Reserves to ensure that funding is allocated for specified projects.
 - 5.6 To agree council tax information leaflet 2025/26
 - 5.7 To consider Email from Chinnor Village Centre with request for future funding
 - 5.8 To note that the end of year accounts closure will be undertake by Rialtas on 13th May 2025
- 6. Policies:**
 - 6.1 To consider, review and agree the following documents:**
 - Committee terms of reference
 - Complaints Procedure.
 - Standing Orders
 - Financial Regulations
 - Governance Statement – although this was requested, the form comes from the external auditor and therefore is not a requirement for review
- 7. Quotes**
 - 7.1** Quotes to be considered for provision of Christmas lights and tree 2025

Date of next meeting –

Liz Folley 12th March 2025
Clerk