

MELBOURN PARISH COUNCIL

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Please note: New Parish Office opening hours: **Monday: 09.00-13.00, Wednesday - Friday: 09.00-16.00**

Alternatively, please call to arrange an appointment.


03 April 2019

Dear Councillor

You are hereby summoned to attend a meeting of the **Finance and Good Governance Committee** to be held on **Monday, 08 April 2019, immediately after the Planning Meeting**, 7.30pm in the large upstairs meeting room of Melbourn Community Hub for the purpose of transacting the following business:

To Members of the Public and Press

You are hereby invited to attend a meeting of the **Finance and Good Governance Committee** to be held on **Monday, 08 April 2019, immediately after the Planning Meeting**, at 7.30pm in the large upstairs meeting room of Melbourn Community Hub for the purpose of transacting the following business:

 Simon Crocker, Parish Clerk to the Parish Council

AGENDA

FG040/18 To receive and approve apologies for absence

FG041/18 To receive any Declarations of Interest and Dispensations

Members are reminded that they are required to ensure their Declaration is updated within 28 days of any change in circumstances.

- a) To receive declarations of interest from councillors on items on the agenda
- b) To receive written requests for dispensations for disclosable pecuniary interests (if any)
- c) To grant any requests for dispensation as appropriate

FG042/18 To approve the minutes of the Finance & Good Governance Committee Meeting held on 11 March 2019

FG043/18 To report on the minutes of the Finance & Good Governance Committee Meeting held on 11 March 2019

FG044/18 Public Participation: (For up to 15 minutes members of the public may contribute their views and comments and questions to the Parish Council – 3 minutes per item)

FG045/18 Policy Reviews: To review Parish Council policies and make recommendations on updates

- a) Facebook Policy
- b) Gifts & Hospitality Policy
- c) Complaints – Cllrs
- e) Complaints - Staff
- d) Community Engagement Policy
- f) Training & Development Policy
- g) Properties, buildings & contents risk assessment
- h) Risk management policy
- j) Burial risk management policy
- i) Timebank Policy

FG046/18 To note the date of next meeting:

03 June 2019