

MELBOURN PARISH COUNCIL

Parish Clerks: Alex Coxall & Abi Williams
Melbourn Parish Council
Melbourn Community Hub
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13 December 2023

Dear Councillor

You are hereby summoned to attend a meeting of the Finance and Good Governance Committee to be held on Monday 18 December 2023, at 7.30pm in the Austen Room, Community Hub, 30 High Street, Melbourn, SG8 6DZ 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 18 December 2023, at 7.30pm in the Austen Room, Community Hub, 30 High Street, Melbourn, SG8 6DZ for the purpose of transacting the following business:

Alex Coxall & Abi Williams

Clerks to the Parish Council

FINANCE & GOOD GOVERNANCE COMMITTEE: AGENDA

- FG033/23** To receive and approve apologies for absence
- FG034/23** **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
- FG035/23** **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).** Written responses to questions raised will be made by the Parish Office within 14 days of the date of this meeting.
- FG036/23** **To approve the minutes of the Finance & Good Governance Committee Meeting held on 6 November 2023**
- FG037/23** **To report back on the minutes of the Finance & Good Governance Committee Meeting held on 6 November 2023**
- FG038/23** **To review the Timetable for Recurring Agenda items**
- FG039/23** **To note quarterly VAT refund of £5,297.85 received**
- FG040/23** **To consider a review of Little Hands rent**
- FG041/23** **To consider charges for internal audit by CAPALC**
- FG042/23** **BUDGET 2024/25**
- a) To consider approval of figures for installation and use of Rialtas finance system.
 - b) To consider impact of long term financial strategy report for Melbourn & District Warden Scheme on precept.
 - c) To consider quotes for resurfacing project on Clear Crescent Play Park and include impact on precept.
 - d) To consider a draft estimate of income and expenditure for the forthcoming financial year for recommendation to full council.
- FG043/23** **Policies: To consider and review policies as per Policy Review Schedule**
- a) To consider updates to Financial Regulations as per Hub agreement.
- FG044/23** **To note date of next meeting: Monday 18 March 2024**