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Clerk to the Council, Mrs Karen Harding

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**YOU ARE HEREBY REQUESTED TO ATTEND A MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING TO BE HELD ON TUESDAY 8<sup>TH</sup> OCTOBER 2024 AT SHORTLANESSEND VILLAGE HALL AT 7PM**

**AGENDA**

- 1.APOLOGIES:**
- 2.DECLARATIONS OF INTEREST**
- 3.To receive any declarations of interest or gifts of hospitality worth £50 or more**
- 4.To receive and consider any written requests for dispensations in items on the agenda**
- 5. PUBLIC PARTICIPATION (10 MINUTES MAXIMUM, 3 MINUTES' MAXIMUM PER PERSON ON FINANCE & GENERAL PURPOSES MATTERS ONLY)**
- 6. RESPONSE TO 2024 EXTERNAL AUDIT.**
- 7. HOW KPC SPLIT THE KENWYN COMMUNITY FUND FROM KPC FUNDS.**
- 8. TO CONSIDER FUTURE PROJECTS AND REALLOCATE EARMARKED RESERVES AS REQUIRED OR CREATE NEW EARMARKED RESERVES**
- 9. TO CONSIDER THE FINANCIAL REPORT POWERPOINT PRODUCED BY THE CLERK AND TO CONSIDER THE BUDGETARY REQUIREMENTS FOR 2025/2026 INCLUDING THE ANNUAL REVIEW OF THE SALARY BUDGETS AND TO CONSIDER EXTRA BUDGETARY REQUIREMENTS INCLUDING FOR ASSISTANT TOWN CLERK**  
**S100A LOCAL GOVERNMENT ACT 1972 THE PRESS AND PUBLIC WILL BE EXCLUDED FROM THE DISCUSSION BASED ON THE LIKELY DISCLOSURE OF EXEMPT INFORMATION UNDER THE LOCAL GOVERNMENT ACT – MAY APPLY FOR PART OF THIS ITEM**
- 10. TO APPROVE THE LIST OF DUE PAYMENTS WHICH ARISE ON A REGULAR BASIS AS THE RESULT OF A CONTINUING CONTRACT, STATUTORY DUTY, OR OBLIGATION INCLUDING SALARIES, PAYE AND NI, AND REGULAR MAINTENANCE CONTRACTS AND THE LIKE FOR WHICH THE COUNCIL AUTHORISES PAYMENT FOR THE YEAR PROVIDED THAT THE REQUIREMENTS OF FINANCIAL REGULATION 4 (BUDGETARY CONTROLS) ARE ADHERED TO**
- 11. TO APPROVE THE ONGOING USE OF BACS TO PAY MONTHLY SALARIES AND ALL PAYMENTS WHERE POSSIBLE. 12.TO CONTINUE USING ELECTRONIC PAYMENTS VIA UNITY BANK FOR 2025/2026**
- 12. TO APPROVE THE USE OF A DIRECT DEBIT AND VARIABLE DIRECT DEBIT AS THE PAYMENT METHOD FOR UTILITY**

- SUPPLIES (ENERGY, TELEPHONE AND WATER), IT SUBSCRIPTIONS, STORAGE CONTAINER RENTAL AND TRADE WASTE COLLECTION**
- 13 TO REVIEW THE HIRE RATES FOR SHORTLANESEND VILLAGE HALL FOR 2025/2026**
  - 14. TO REVIEW THE EFFECTIVENESS OF THE CURRENT SYSTEM OF INTERNAL CONTROL AND ENSURE IT IS IN ACCORDANCE WITH PROPER PRACTICES (TO MEET AUDIT REGULATIONS)**
  - 15. TO AGREE TO MOVE MONEY FROM THE GENERAL FUND INTO EARMARKED RESERVES AS RECOMMENDED BY THE CLERK IN ORDER TO ADHERE TO POLICY ON LEVEL OF FREE RESERVES**
  - 16. TO AGREE AND APPROVE THE CURRENT ASSET REGISTER**
  - 17. OVERPAYMENT TO CLERK DURING SICK LEAVE 2023 – CLLR LA BORDE**
  - 18. TO PUT TOGETHER A PROPOSED BUDGET AND PRECEPT AMOUNT FOR 2025/2026 - S100A LOCAL GOVERNMENT ACT 1972 THE PRESS AND PUBLIC WILL BE EXCLUDED FROM THE DISCUSSION BASED ON THE LIKELY DISCLOSURE OF EXEMPT INFORMATION UNDER THE LOCAL GOVERNMENT ACT – MAY APPLY FOR PART OF THIS ITEM**
  - 19. TO CONSIDER AND ADOPT THE RISK ASSESSMENTS FOR 2024-2025 & 2025-2026**
  - 20. ANY OTHER ITEM THE CHAIRMAN DEEMS AS URGENT**

Yours faithfully,  
Mrs Karen Harding



Clerk to Kenwyn Parish Council