

Four Marks Parish Council

Unit 32, Lymington Barns, Lymington Bottom Road, Medstead, GU34 5EW

Tel: 01420 768284 Email: clerk@fourmarkspc.co.uk

www.fourmarksvillage.co.uk Clerk/RFO: Mrs Sarah Goudie

Wednesday 1st November 2017

Dear Councillor

Please note that you are hereby summoned to attend a meeting of the Finance & General Purposes Committee to be held at the **Parish Office** on Wednesday 8th November 2017 at 7.30pm.

Yours sincerely

Sarah Goudie

Clerk to the Council

A G E N D A

1. OPEN SESSION

Members of the public are welcome to attend meetings of the Council and its committees. General questions will be taken before the main business of the meeting and any comments on an agenda item will be taken at the appropriate time. Relevant documentation is available from the Clerk in advance on request. Matters requiring further consideration will receive a reply in writing.

At the conclusion of the Open Session, Council Standing Orders will be applied.

2. APOLOGIES FOR ABSENCE

3. TERMS OF REFERENCE

4. DECLARATIONS OF INTEREST

Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room when the meeting discusses and votes on the matter.

5. MINUTES OF THE PREVIOUS MEETING

- 5.1 To approve and sign the Minutes of the meeting held on Wednesday 26th July 2017, **attached**
- 5.2 Report any matters arising from those minutes not itemised on the Agenda

6. NEW POLICY DOCUMENTS FOR DISCUSSION

To update of Employers Discretions Policy for approval.

7. INTERNAL AUDIT REPORT

To summarise report and any discuss any actions (*updated report attached*)

8. DEPOSIT ACCOUNT

To approve transfer of deposit account funds to The Public Sector Deposit Fund, CCLA

9. GENERAL DATA PROTECTION REGULATION (GDPR) / DATA PROTECTION BILL 2018

To discuss action to ensure Parish Council is fully compliant

10. INITIAL BUDGET PREPARATION

11. NEXT MEETING:

Wednesday 10th January 2018, Budget Meeting, 7.30pm, venue tbc.