

# Four Marks Parish Council

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Wednesday 18<sup>th</sup> July 2018

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 25<sup>th</sup> July 2018 at 7.30pm.

Yours sincerely

*Sarah Goudie*

Clerk/RFO, Four Marks Parish 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.

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

### 2. APOLOGIES FOR ABSENCE

### 3. 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.

### 4. TERMS OF REFERENCE

### 5. MINUTES OF THE PREVIOUS MEETING

5.1 To approve and sign the Minutes of the meeting held on Wednesday 28<sup>th</sup> March 2018, *previously circulated*

5.2 Report any matters arising from those minutes not itemised on the Agenda

### 6. ANNUAL REVIEW OF GOVERNANCE DOCUMENTS

### 7. OTHER MATTERS

7.1 Review of maintenance schedule of works

7.2 Auditors response to query on calculation of general reserves

7.3 EHDC response to precept calculations request

### 8. PROPOSALS FOR S106/CIL JOINT PARISH PROJECTS FOR DISCUSSION WITH MEDSTEAD PARISH COUNCIL

### 9. NEXT MEETING:

Wednesday 24<sup>th</sup> October 2018 for budget preparation. 7.30pm, venue tbc.