

LITTLETON AND HARESTOCK PARISH COUNCIL

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Parish Office
The Hall Way, Littleton
SO22 6QL

Dear Councillors,

You are summoned to attend the next meeting of the Finance and General Purposes Committee on Thursday 7th September 2023 at the Parish Office, Littleton at 9:30 am.

Members of the public are welcome to attend and should give notice to the clerk on clerk@lhpc.org.uk or 01962 886507 by 17:30 pm on Wednesday 6th September 2023.

Signed: *Lisa Fielding* – 1st September 2023

AGENDA

1. **Apologies:** To receive apologies and approve reasons for absence.
2. **Disclosure of Interest:** To receive any disclosures of interest from Members in matters to be discussed.
3. **Minutes of the meeting held on 27th April 2023.**
 - a. To approve and sign the minutes.
 - b. To review open actions and deal with any matters arising not on the agenda.
4. **Public Participation.**
5. **Employees**
6. **Legal Matters / Health and Safety**
 - a. To receive and discuss the proposed insurance policy renewal.
7. **Bank Reconciliation** – To receive recent Bank reconciliation reports.
8. **Current Financial State including Reserves**
 - a. To review payments and receipts in comparison to the Council's annual budget.
 - b. To note the annual Community Infrastructure Levy (CIL) return.
 - c. To review the reserves position, and the correction for the CIL reserve.
9. To review the progress regarding the revised Bank Account Signatories
10. Items for noting only, AOB or inclusion on next meeting's agenda.
11. Date of next meeting – 22nd November 2023.