

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 Wednesday 5th March 2025 at the Parish Office, Littleton Recreation Ground, Littleton at 9:30 am.

Members of the public are welcome to attend. Anyone who wishes to speak in the public participation section of the meeting should give notice to the clerk at clerk@lhpc.org.uk or 01962 886507 by 17:30 pm on Tuesday 4th March 2025.

Signed: *Lisa Fielding* – 26th February 2025

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 20th November 2024.**
 - 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**
 - a. To receive a report regarding the Clerk's appraisal.
 - b. To consider the clerk's salary for the 2025/26 financial year.
6. **Legal Matters / Health and Safety**
 - a. To discuss the progress in investigating the Recreation Ground Charity.
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 review the reserves position.
9. **Review / Approval of Policy Documents**
 - a. To consider adopting revised Financial Regulations based on the new NALC model.
 - b. To consider adopting a new Code of Conduct based on the Local Government Association Model.
 - c. To approve the LHPC Risk Register.
 - d. To review the LHPC Standing Orders (to be approved at the LHPC annual meeting).
 - e. To review the LHPC Delegation Schedule (to be approved at the LHPC annual meeting).
10. **Items for noting only, or inclusion on the next meeting's agenda.**
11. **Date of next meeting** – 7th May 2025.