

Clerk to Porlock Parish Council
Office Tel: 01643 863350
clerk@porlockparishcouncil.gov.uk
www.porlockparishcouncil.gov.uk

Porlock



Parish Room
Old School Centre
Porlock
Somerset, TA24 8NP

Parish Council

Notice of a meeting of the Porlock Parish Council Finance Committee

To Councillors; S Colson, D McCanlis, D Thornton & L Thornton

You are hereby summoned to attend the Council Finance Committee meeting at 6pm on 15 April 2024 in The Parish Room, The Old School Centre

Dated: 10 April 2024

A Health and Safety announcement will be made at the start of the meeting.

This meeting will be recorded in accordance with NALC's Guidance on Recording of Parish Meetings.

Agenda

- 1) Apologies for absence** – To receive apologies for absence (LGA 1972 s85 (1))
- 2) Declarations of interest and disclosable pecuniary interest dispensations**
Members to declare any interests they may have in agenda items and consideration of any prior requests from member for Dispensations (NB this doesn't not preclude any later declarations) (LGA 1972 s12 para 41(1))
- 3) Items to be dealt with after the public, including press, have been excluded.** (Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960
- 4) Public participation**
This section provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chair) to participate. (LGA1972 s 12 paras 10(2) (b))
- 5) Minutes for the meeting held on the 19 Mar '24** – to consider for approval and signing at the meeting
- 6) Outstanding items from meeting held on the 19 Mar '24**
 - a) Heating System -
 - b) Update to Asset Register – to provide and update
 - c) Business Risks, Security – to provide an update
- 7) Financial Regulations** – to review and make recommendation to Full Council
- 8) Procedures for making and reporting payments** – to review and make recommendation to Full Council
- 9) End of Year arrangements** – to review and make recommendations to Full Council
 - a) Audit process
 - b) AGAR
 - c) End-of-year accounts
 - d) EMR list
- 10) Service charge for PVCIC** – to review and make recommendations to Full Council
- 11) Insurance/Long Term Agreements end June 24** - to review and make recommendations to Full Council
- 12) Utility contracts, Somerset Council SLAs and other PPC contracts due for renewal** – to review and make recommendations to Full Council

13) Expenditure exceeding £200 – to consider and make recommendation to Full Council

- a) Church Finial repair - £235+VAT quote from West Country Blacksmiths

A handwritten signature in black ink, appearing to read 'J. Jones'.

Johnathan Jones

Clerk and RFO to Porlock Parish Council