



# BURTON GREEN PARISH COUNCIL



1<sup>st</sup> April 2025

Dear Councillors,

Members are hereby summoned to attend a meeting of the **Finance and General Purposes Committee**, to be held in the Tacon Room at Burton Green Village Hall, Red Lane on **Monday 7<sup>th</sup> April 2025 at 6:45pm**. If you are unable to attend, please send your apologies to the Clerk in writing before the meeting.

Helen du Bois  
Clerk to Burton Green Parish Council

Members of the public and press are welcome to attend. This meeting may be recorded, filmed or broadcast without prior notice to the Parish Council, provided that such activity does not impede the conduct or business of the meeting.

## AGENDA

- 1. Apologies for absence:** To receive apologies submitted to the Clerk and approve reasons for absence.
- 2. Declarations of Interest:**
  - Councillors are reminded of the need to update their register of interests.
  - To declare any interests in items on the Agenda and their nature.
  - To receive and consider written requests for new DPI (disclosable pecuniary interests) dispensations on items relating to the Agenda.
- 3. To approve the minutes of the Finance and General Purposes Committee meeting held on 17<sup>th</sup> March 2025**
- 4. To consider any matters arising from the minutes of the previous meeting that are not included on this agenda**
- 5. Public participation:** Residents are invited to give their views and raise questions to the Committee solely on items listed on this agenda, during which:
  - Individual members of the public are permitted to speak for no more than 3 minutes
  - Committee members cannot pass a resolution on matters raised during the public participation session
  - Members of the public may not take part in any other part of the meeting without requesting the permission of the Chairman

- 6. To receive the Finance Report and consider the invoices for payment**
- 7. To note the bank reconciliation for y/e 31.3.25**
- 8. To receive an update from the Internal Controls Councillor**
- 9. To review Budget vs Expenditure for y/e 31.3.25**
- 10. To review the Council's Earmarked Reserves and to consider if further contributions are required from General Reserves**
- 11. To note the automatic renewal of the Council's insurance policy with Clear Councils and confirm that it continues to provide the correct level of cover.**
- 12. To note a request to install a bus shelter at the school bus stop on Cromwell Lane, opposite Hickory's**
- 13. To consider the costs for a regular clean of the Council's bus shelters**
- 14. To review and approve the updates to the new model Financial Regulations**
- 15. Close**

**END**

Councillors are reminded of their legal duty to consider all aspects of equal opportunities, crime prevention, unlawful discrimination, biodiversity of the natural habitat and other practices when making decisions at the meeting.

Clerk to the Council: Helen du Bois  
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