



Medstead Parish Council

Clerk to the Council – Mrs Julie Russell

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22nd May 2025

Dear Councillor

Please note that you are hereby summoned to attend a meeting of the **Finance & General Purposes Committee** to be held at Medstead Parish Office on **Wednesday 28th May 2025 at 7.30pm.**

Yours sincerely

Julie Russell

Clerk to the Council

AGENDA

Please note:

The Openness of Local Government Bodies Regulations 2014 enables the public to record Parish Council meetings, without prior notification, by filming, photographing, audio recording or any other means. By virtue of your continued presence at the meeting it is considered that you consent to be recorded. Members of the public are requested to sign the attendance sheet, the purpose of which is to ensure compliance with Standing Orders. Unless specifically requested otherwise, names will not appear within the minutes.

1. OPEN SESSION

Members of the public on the electoral role or a permanent resident of the Parish are invited to speak on any Council financial or policy matter.

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 may have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw when the meeting discusses and votes on the matter.

4. MINUTES

To confirm the minutes of the meeting held on the **26th March 2025**

5. TO REVIEW COMMITTEE TERMS OF REFERENCE

6. TO REVIEW FEES

- i. Allotments
- ii. Cemetery

7. TO CONSIDER LIABILITIES FOR ALLOTMENT REPAIRS

8. TO REVIEW THE FOLLOWING POLICIES

- i. Press and Media
- ii. GDPR
- iii. Complaints
- iv. Lone Working Policy (new)

9. TO REVIEW THE RISK ASSESSMENT

10. TO CONSIDER BROADBAND COSTS FOR THE PAVILION

11. TO AGREE THE PROCESS FOR BUYING OFFICE FURNITURE FOR THE CLERK

12. NEXT MEETING

To confirm the date of the next meeting and agree any agenda items for the next meeting.