



Boxley

PARISH COUNCIL

www.boxleyparishcouncil.org.uk

Beechen Hall, Wildfell Close, Walderslade,
Chatham, Kent. ME5 9RU

☎ 01634 861237

✉ clerk@boxleyparishcouncil.org.uk

Clerk: Mrs Daniela Baylis

Assistant Clerk: Heidi Pearson

Finance Assistant: Nichola Carter

A G E N D A

To All Members of the Council, Press and Public

There will be a meeting of the **Finance & General Purposes Committee** on **Wednesday 4 September 2024** at Beechen Hall, Wildfell Close, Walderslade, ME5 9RU at **6.30pm**

1. Apologies and Non-Attendance

To receive apologies from members unable to attend.

2. Declaration of Interests, Dispensations, Predetermination or Lobbying.

Members are required to declare any interests, dispensations, predetermination or lobbying on items on this agenda.

3. Motion to exclude the Press and Public from items in the Confidential Section

4. Minutes of the meeting of 1 July 2024

To consider the minutes of the meeting and if in order sign as a true record.

5. Matters arising from the minutes

5.1 None.

5.2 Any other matters arising from the minutes, but not on the agenda.

Public Session at the discretion of the Chairman. Parishioners may address the meeting with regard to any item on the Agenda (time limited to 3 minutes per person). Items not on the Agenda must be submitted to the Clerk in advance of the meeting. Non-parishioners are only able to address the meeting at the invitation of the Chairman

6. Financial

6.1 Bank Reconciliations

6.2 Bank Account totals

6.3 Finance General

6.4 Net Position by Cost Code

6.5 Net Position by Cost Centre

6.6 Receipts and Payments 1 July to 23 August 2024

6.7 Budget for Macmillan Coffee Morning

6.8 Ratifications

6.9 Parish Councillor Audit form

7. Policies and Procedure for Review

7.1 Policies relating to staff

8. Grant for War Memorial Wreath

9. Accident Book Review

10. Matter for Information

To receive information.

11. Items for Next Agenda

Councillors' reports and requests for items to be included on the agenda to be submitted no later than 8 November 2024.

12. Date of Next Meeting

Wednesday 20 November at Beechen Hall

CONFIDENTIAL SECTION

13. Personnel

13.1 TOIL, training, leave and sickness cover. (Verbal report to be given at meeting).

13.2 Review of Training needs

13.2 Christmas Discretionary days

Daniela Baylis

Daniela Baylis
Clerk to the Council.

Date: 28 August 2024

Note to all councillors: You are welcome to attend and speak at meetings of committees of which you are not a member but only committee members may vote.

Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk.