

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

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6th February 2024

Dear Councillor,

You are summoned to a meeting of the **Finance and Governance Committee** to be held **at the Parish Council Offices** on **Monday 12th February** commencing at **7.30 p.m.** to consider the following Agenda.

Please give apologies to the Committee Chairman or Clerk prior to the meeting

Yours sincerely
Margaret Carey
Clerk

A G E N D A

1. To receive any apologies for absence
2. Declaration of Interests relating to items on the Agenda
3. Public Question Time
4. To receive the Minutes of the Finance & Governance Committee Meeting held on 11th December 2023 and any matters arising from the Minutes
 - Resilience Plan - update
 - Parish Council Carbon Audit – update
5. Review of Policies
 - Review of Freedom of Information Publication Scheme
 - Protocol for recording an apology by Councillors
 - Protocol for dealing with challenging interactions with Parishioners
6. Financial matters
 - Clerk's report for period 1.12.23 – 31.1.24
 - To receive the accounts for payment
 - Capital Asset Strategy – update
 - Insurance for the Flood Wardens and the Litter Picking groups – update
 - Damage to red Telephone Box – Henley Lane – letter from the Insurance Company
7. Legal Matters – update
8. Items for Discussion
 - Governance Issues raised relating to the parking on Hazelbury Hill – letters received from a Parishioner and a Councillor
 - Format for the Annual Parish Meeting
 - Community Payback Team – Endorsement by Parish Council
 - Proposed funding for purchase of materials including half round rails, fence posts etc – increase agreed £200 - £250 with match funding
9. Forward Plan – review and update
Risk Assessment - update
10. To receive any correspondence
 - Map of drains for the Council Offices – received from Wessex Water
 - Septic tanks upgrade – letter from Wiltshire Council
 - Tourism – Wiltshire Council
11. Any items of report or future agenda items
12. Date of next meeting – 15th April 2024