

**Agenda** for the Meeting of Creech St Michael Parish Council Finance  
Committee to be held at Creech St Michael Village Hall on  
**Thursday 25<sup>th</sup> May 2023 at 7:00pm**

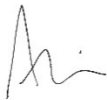
Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by Local Government Act 1972 Section 100 unless precluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose. Although not a requirement to do so, prior notification to the Clerk and RFO by noon the previous Friday would enable a full response when appropriate to be given.

Members of the public will be able to participate informally from 7.00pm to allow discussion/comment of agenda items. Those wishing to address the Council during the meeting must make the Chair aware of their intention before the meeting starts. Members of the public wishing to record the meeting are asked to notify the Chair of their intentions so that the appropriate arrangements can be made.

To all members of **Creech St Michael Parish Council**.

You are summoned to attend the Annual Meeting of Creech St Michael Parish Council to be held in the Cartwright room of Creech St Michael Village Hall, on Thursday 25<sup>th</sup> May 2023 at 7.00pm when the following business will be transacted.

Yours faithfully



**Andrew Williams**

Clerk and RFO

**AGENDA**

1. **Chair's Welcome**
2. **Community Question Time**

This provides an opportunity for members of the community (who are not usually permitted to speak during the meeting except by special invitation of the Chair) to participate before the start of the meeting by asking questions, raising concerns or making comments on matters affecting the Parish of Creech St Michael. No decision can be taken during this session, but the Chair may decide to refer any matter for consideration at another time.

3. **To receive any apologies for absence.**
4. **Declarations of Interests.**
5. **To Review the minutes of the meeting held on the 12th December 2022.**

### Items for Decision

6. **Bank Reconciliation** – to review and approve the bank reconciliation for the quarter ending 31<sup>st</sup> December 2022 and the final quarter ending 31<sup>st</sup> March 2023. [P] [M] [CLERK]
7. **Statement of Internal Controls** – to review and approve the Statement of Internal Controls. [P] [M] [CLERK]
8. **Delegated Authority for Payments** – to review and approve the list of creditors for whom payments are delegated to the Clerk and RFO [P] [M] [CLERK]
9. **Finance Committee Terms of Reference** – to review and propose for approval the Finance Committee Terms of Reference. [P] [M] [CLERK]

### Items for Discussion

10. **Recreation Park Expenditure** – to discuss the projected spend for the financial year 2022/23.
11. **Party in the Park** – to discuss the outcomes from the recent Party in the Park group meeting.

### Other Matters

12. **Correspondence** - to consider any correspondence received that Councillors wish to raise that has already been circulated.
13. **New Matters to be Carried Forward.**

[M] Vote Required [P] Paper Included [O] Link to Online Material

Please note that meetings may be recorded by CSM PC. You should be aware that the Council is a Data Controller under the Data Protection Act 2018. Data collected during the recording will be retained in accordance with the Council's policy. Therefore, unless you are advised otherwise, by attending the Council Meeting and/or speaking during Public Question Time you are consenting to being recorded and to the possible use of the sound recording for access via the website or for training purposes. If you have any queries regarding this, please contact the Clerk and RFO.

This meeting will be broadcast live via an internet streaming service to allow for wider public participation in the event. By attending the Council Meeting and/or speaking during Public Question Time you are consenting to being broadcast via the Zoom platform. If you have any queries regarding this, please contact the Clerk and RFO.

Andrew Williams, CSM PC, Clerk and RFO, 07708680797, Email clerk@creechstmichael.net