

**BRANSTON PARISH COUNCIL FINANCE AND GENERAL PURPOSES COMMITTEE  
MEETING, TUESDAY 19<sup>TH</sup> NOVEMBER, 2024 COMMENCING 6.30 P.M. CLAYS LANE  
SPORTS PAVILION**

**Summons**

Members are summoned to attend the next parish council meeting scheduled to take place on Tuesday, 19<sup>TH</sup> November, 2024, commencing at 6.30 p.m. at Clays Lane Sports Pavilion for the transaction of the business shown on the agenda below.

**Public Participation**

Members of the public and press are entitled to attend parish council meetings in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by the 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 beginning of the meeting. If possible prior notice to speak needs to be given to the Clerk by 12 noon on the day of the meeting: [clerk@branstonparishcouncil.gov.uk](mailto:clerk@branstonparishcouncil.gov.uk) or 07359747141

Any issues raised during public participation, no resolution for action can be taken unless already identified on the agenda.

A record of attendees during public participation shall be recorded.

The public question time shall not exceed 15 minutes unless by resolution or at the discretion of the chairman. If a member of the public wishes to share a document with council, these documents must be submitted to [clerk@branstonparishcouncil.gov.uk](mailto:clerk@branstonparishcouncil.gov.uk) by noon on the day of the meeting.

**The 7 principles of public life**

Selflessness, integrity, objectivity, accountability, openness, honesty and leadership. Members are reminded of their duty under the Code of Conduct.

*Kay Lear*

Mrs Kay Lear, Clerk/Proper Officer



**AGENDA – BRANSTON PARISH COUNCIL FINANCE AND GENERAL PURPOSES  
COMMITTEE MEETING  
TUESDAY 19<sup>TH</sup> NOVEMBER, 2024, COMMENCING 6.30 P.M. CLAYS LANE SPORTS  
PAVILION**

**Public participation** - A maximum of 15 minutes will be allocated prior to the commencement of the meeting when members of the public may put questions/comments on any matter in relation to which the Parish Council has powers or duties which affect the area.

1. Apologies for absence
2. To approve minutes of the meeting 15<sup>th</sup> October 2024
3. To agree committee meeting schedule
4. To receive update on warm spaces grants
5. Internal controls – to appoint a member to verify bank reconciliations for the last quarter
6. To consider risk management plan
7. To approve budget variations for 2024-25
8. To review proposed 1<sup>st</sup> draft budget 2025-26

*Kay Lear*

Kay Lear – Clerk/Proper Officer

14 November 2024