



# FOWLMERE PARISH COUNCIL

## NOTICE OF A MEETING OF THE FINANCE COMMITTEE

### To Members of Fowlmere Parish Council Finance Committee:

You are hereby summoned to attend the **Meeting of Fowlmere Parish Council Finance Committee** for the purpose of transacting the business as set out below on **Tuesday 3rd December 2024** in the Dorothy Pluck Room, St. Mary's Church, Fowlmere at 7:30pm.

Any member not able to attend should send their apologies to the Clerk before the meeting.

The meeting is open to members of the public (including the press),  
but is not a public meeting

*Angela Mulholland  
28th November 2024*

Clerk to Fowlmere Parish Council

*To comply with GDPR, meeting papers are supplied to Councillors via links to files on the Fowlmere Parish Council [website](#).  
Documents that are of a sensitive or confidential nature may not be available to members of the public.*

### **BUSINESS TO BE TRANSACTED**

*In accordance with LGA 1972 schedule 12 10(2) (b) which states that business must be specified.*

#### **24/F41 Apologies for absence (LGA 1972 s 85(1))**

#### **24/F42 Declarations of interest & requests for dispensations in agenda items**

*(Localism Act 2011 s 31 s33)*

- To receive declarations of interest from councillors on items on the agenda
- To receive written requests for dispensations for disclosable interests (if any)
- To grant any requests for dispensation as appropriate.

A request for dispensation must be made on an individual basis.

#### **24/F43 Minutes of Previous Meeting ([click here](#)) (in accordance with standing order 12a)**

**Proposal:** The Finance Committee of Fowlmere Parish Council herewith agree the minutes of the meeting held on 22nd October 2024.

#### **24/F44 Public Participation Session - Open Forum (not to exceed 15 mins)**

Open Forum to provide an opportunity for members of the public to raise questions and to comment on any items that are on the current agenda.

At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chair. In accordance with the committee's terms of reference contributions are limited to 5 minutes per person. The total time for this agenda item is limited to 15 minutes unless directed by the chair. *(questions received by the Clerk at least 48hrs in advance shall receive priority.)*

#### **24/F45 Review of expenditure 24/25 to date (28th November) ([click here](#))**

#### **24/F46 Review of reserves to date (28th November) ([click here](#))**

#### **24/F47 Asset management Software [circulated with agenda]**

**Proposal:** To approve the use of asset management software

#### **24/F48 Outsourcing HR [circulated with agenda]**

**Proposal:** To approve a potential budget line for spend for outsourcing HR should Full Council approve.

#### **24/F49 Maintenance of Skatepark ([click here](#))**

**a) Proposal:** To approve budget line for the Skatepark company to undertake yearly maintenance assessment and any tasks necessary

**b) Proposal:** To approve the quote for the skatepark company to undertake maintenance assessment and works needed money to be taken from reserves 24/25 financial year.

#### **24/F50 Review and setting of 25/26 budget and precept [draft budget circulated with agenda]**

**Proposal:** To agree the 25/26 precept to put forward to Full Council in January

#### **24/F51 Grants and Donations ([click here](#))**

**a) Review:** Grant application for the RCDT

**Proposal:** To donate an agreed amount to RCDT from Contingency budget

#### **24/F52 To agree the expenses below [circulated with agenda]**

**Proposal:** To agree the clerks travel expenses

#### **24/F53 To agree the virements below:**

**Proposal:** To agree a virement of £ 3500.00 from General Reserves to Staffing 24/25 budget

*Any business to be considered at a Parish Council meeting must be delivered to the clerk for inclusion on the agenda at least 7 days prior to the meeting. Please use [Agenda Item Request form \(click here\)](#) and include as much information as possible including any proposal*