

# Selattyn and Gobowen Parish Council

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## Finance & Executive Committee Meeting

Gobowen Pavilion St Martins Road

Wednesday 26 July 2023 at 7:00pm

*B. Laraway*

Bridget Laraway, Parish Clerk  
20 July 2023

### AGENDA

**FE / 373** *To receive and approve apologies and reasons for absence*

**FE / 374** *Disclosable Pecuniary Interests*

- a. Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.
- b. **To consider** any applications for dispensation

**FE / 375** *Public Participation session*

A period of 15 minutes will be set aside for the public to speak on items on the agenda.

**FE / 376** *To confirm the minutes of the 22 March 2023 meeting*

**FE / 377** *To consider the Clerk's progress report*

**FE / 378** *Policies – to review the following Parish Council policies*

- a. Document Retention and Disposal Policy
- b. FOI Policy and Charges – Publication Scheme
- c. Press and Media Policy

**FE / 379** *Policies – to consider adopting the following draft policies*

- a. Information request policy.

**FE / 380** *2023-24 Accounts*

- a. 1<sup>st</sup> Quarter budget report – to consider
- b. Earmarked reserves – to review structure and values.

**FE / 381** *Asset register – to review*

**FE / 382** *Insurance – to review sums insured*

**FE / 383** *Office equipment – to consider quotes for laptop, tablet and external hard drive.*

**FE / 384** *Document storage – to discuss and agree approach to safe storage of importance documents (e.g. property deeds).*

**FE / 385** *Biodiversity duty – to consider report and agree action.*

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**FE / 386**      ***Future Agenda Items***

**FE / 387**      ***Date of next meeting – 25<sup>th</sup> October 2023 7pm.***

**FE / 388**      ***Closed Session – to resolve that:***

In accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public and press be excluded from the remainder of the meeting on the grounds that the following items to be considered involves the likely disclosure of confidential information.

**FE / 389**      ***Councillors Skills Audit - review results and agree next steps***

**FE / 390**      ***Staff training***