



Dear Councillors,

You are respectfully summoned to attend the Condover Parish Council Finance & Personnel Committee meeting which will be held at **Ryton Village Hall** at **7.30pm** on **Tuesday 3<sup>rd</sup> December 2024**.

*Rachel Wintle*

Ms Rachel Wintle, Condover Parish Council Locum Clerk & RFO, c/o Dorrington Village Hall, Dorrington

T: 07516 445872 E: [condoverpc@gmail.com](mailto:condoverpc@gmail.com) www: [condoverpc.org.uk](http://condoverpc.org.uk)

<b>FINANCE &amp; PERSONNEL COMMITTEE MEETING AGENDA – 5<sup>th</sup> November 2024</b>
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FP27.24 CHAIR'S WELCOME AND APOLOGIES

FP28.24 COUNCILLORS DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS & DISPENSATIONS: Councillors are encouraged to declare such interests in agenda items at this point and any interests which might lead to bias.

FP29.24 CONFIRMATION & ACCEPTANCE OF PREVIOUS MEETING MINUTES: Draft minutes of the Committee meeting held on 5<sup>th</sup> November 2024 are to be considered and ensured to be accurate

FP30.24 MONTHLY FINANCE REPORT

1. Payments – Suppliers invoices/reimbursements requiring authorisation by resolution by the Committee
2. Budget reports and bank reconciliation

FP31.24 URGENT MATTER

- a) Parish Office at Dorrington Village Hall equipment
- b) Manchester Bank
- c) Nationwide Bank
- d) Unity Bank

FP33.24 BUDGET REVIEW 2024-25 AND BUDGET PLANNING 2025-26

FP34.24 CLERK'S WORKED HOURS

Locum Clerk Report