

STOWUPLAND PARISH COUNCIL

2 Broomspath Road, Stowupland, Suffolk, IP14 4DB
Tel: 01449 677005 Email: parishclerk@stowuplandpc.co.uk
Chairman: Councillor Sally Reeves Clerk: Mrs Claire Pizzey

**COUNCILLORS ARE SUMMONED and THE PUBLIC ARE INVITED TO ATTEND
A FINANCE AND POLICY COMMITTEE MEETING**
which is to be held in Stowupland URC Church, Church Road, Stowupland
on Thursday 29 September 2022 at 7.30pm

AGENDA

1. Apologies for Absence

To note any apologies for absence

2. Declarations of Interest

To receive any Councillors' Declarations of Local Non-Pecuniary Interests

3. Dispensations

To receive any requests for dispensations

4. Minutes

To approve the minutes of the meeting held on 28th July 2022 as a true record of the business conducted.

5. Matters of report

To review the matters arising from previous meetings and agree further action

6. Public Forum

To note any questions from members of the public

7. Audit

1. To receive and note the completion of the limited assurance review for the year ended 31 March 2022 for Stowupland Parish Council
2. To note confirmation that in accordance with legislation the Clerk has advertised the conclusion of audit for the year ending 31 March 2022
3. To note the Saaa (Smaller Authorities Audit Appointments) scale fees for 2021-22 and agree to amend the budget to £800 to allow for this

<https://saaa.co.uk/fees.html>

8. Risk Assessments

To review the following Risk Assessments: <https://stowupland.suffolk.cloud/governance-and-policy/>

1. Cemetery Caretaker and General Maintenance Worker Risk Assessment
2. Clerk Risk Assessment Risk Assessment
3. Community Litter Picker

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4. Parish Risk Assessment
5. Volunteer Risk Assessment
6. Financial Risk Assessment

9. Insurance

To review the tender received from BHIB for the insurance renewal for submission to the Parish Council for approval.

10. Governance

1. To review the amendments made to the Terms of Reference V1.5
2. To agree the scarifier disclaimer

11. Any other business

12. Date of next meeting

To note the date of the next meeting is Thursday 24 November 2022

Claire Pizzey

Claire Pizzey | Clerk & RFO to the Council

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