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|  | Caroline Higgins  **Responsible Financial Officer**  **H**Holmsdale  Station Road  Meole Brace  Shrewsbury  SY3 9HD |
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9th September 2024

**To All Members of the Finance & General Purposes Committee**

Dear Councillor

Notice is hereby given that a meeting of **Pontesbury Parish Council, Finance & General Purposes Committee** will be held at **The Pavilion** at **6.30pm on** **Thursday 3rd October 2024** and members are hereby summoned to attend for the purpose of transacting the following business.



Caroline Higgins

Responsible Financial Officer

**AGENDA**

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST AND DISPENSATIONS**
   1. To receive declarations of interest from councillors on items on the agenda

*(Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a Disclosable Pecuniary Interest, whether or not the Interest is entered in the Register of Members’ Interests maintained by the Monitoring Officer.)*

* 1. To grant any requests for dispensation as appropriate

1. **MINUTES OF COUNCIL -** To approve the Minutes of the Finance & General Purposes Committee Meeting held on 25th June 2024 *(attached)*
2. **PUBLIC QUESTIONS AND COMMENTS** – 15 minutes will be allowed
3. **COMMUNITY GRANTS POLICY REVIEW –** To review and make any recommendations on an updated policy. *(See parish council website for existing policy)*
4. **REVIEW OF ELECTRONIC BANKING POLICY** *(attached)*
5. **PENSIONS DISCRETIONS POLICY –** To review the policy agreed in 2019 *(attached)*
6. **GIFTS AND PRIZES POLICY** – To consider a draft policy, *(attached)* and make recommendations to Council to be added to the Staff Employment Handbook
7. **RESERVES –** 
   1. To note and approve the earmarked reserves position following annual allocations *(attached)*
   2. To review the current reserves policy and make any recommendations to Full Council, (*attached)*.
8. **PAYROLL SERVICE –** To approve the continuation of the external payroll service in 2025/26 at an annual cost of £230 & VAT
9. **STATUTORY FINANCE**
   1. **Review of bank account structure –** 
      1. To consider retaining the Lloyds account for only Pavilion reserve and to transfer all other funds and transactions to Unity Trust Bank.
      2. To review whether to retain the Nationwide Account and consider whether to add any funds to it, (*minimum balance to attract interest £5,000)*
   2. **Interest Rates –** To note reduction in interest rate for Unity Trust Savings Account from 2.75%AER to 2.6%AER Gross and monthly notification of bank charges
   3. **Debit Card report –** report on spend and review limits *(to follow)*
10. **REVIEW OF STRATEGIC PLAN –** To make recommendations for the prioritisation of key projects to enable a 3-year financial forecast to be developed. *(Strategic Plan attached)*
11. **DATE OF NEXT MEETING –** 5th December 2024 (Annual budget discussion)