

**FOUR MARKS PARISH COUNCIL**

The Parish Office, Uplands Lane, Four Marks, GU34 5AF

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Wednesday 4<sup>th</sup> October 2023

Dear Councillor

You are hereby summoned to attend a meeting of the **FINANCE AND GENERAL PURPOSES COMMITTEE** to be held on **Thursday 12<sup>th</sup> October 2023** at **Four Marks Village Hall**, at **6.00pm** for the purpose of transacting the following business.

Yours faithfully  
Jo Tsigarides  
Clerk

**A G E N D A****1. APOLOGIES FOR ABSENCE****2. OPEN SESSION – PUBLIC PARTICIPATION**

An opportunity for members of the public to raise issues of concern or interest, to ask a question or to make a statement. Public participation will be conducted in accordance with Four Marks Parish Council's Standing Orders 3 (d) – (k), with no individual speaker exceeding a maximum of 3 minutes. All public participation, and the duration of this item will be at the discretion of the Chairman.

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**At the conclusion of the Open Session, the Council's Standing Orders will be applied.**

**3. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the Agenda no later than when that item is reached. Unless the dispensation has been granted, you may not participate in any discussion of, or vote on, any matter in which you have a pecuniary interest. You must withdraw when the meeting discusses and votes on the matter.

**4. COMMITTEE MINUTES**

To approve the minutes of the Open Space Committee Meeting held on 26<sup>th</sup> July 2023

**5. TO RECEIVE UPDATE ON SOFTWARE TRANSFER**

To receive report on software transfer to date from RFO.

**6. FOR APPROVAL**

6.1 Purchase of projector

**7. TO REVIEW BANK ACCOUNT PROVISION**

7.1 To discuss bank deposit account provision.

**8. INTERIM AUDIT**

To receive update on interim audit (03/10/2023)

**9. TO NOTE CONCLUSION OF AUDIT YR 2022-2023**

To note Conclusion of Audit in preparation for Full Council

**10. 2024-2025 BUDGET ARRANGEMENTS**

10.1 To review 2024-2025 contracts.

10.2 Review of fees and charges

10.3 To review Cemetery fees

10.4 To prepare draft budget for 2024-2025 for approval by the Full Council

**11. LEASE ARRANGEMENTS**

11.1 To consider discussing item 11.2 in a Closed session.

11.2 To review lease arrangements

**12. NEXT MEETING: 11<sup>th</sup> January 2024**