



The Parish Office  
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Thursday 21<sup>st</sup> May 2026

Dear Councillor

You are hereby summoned to attend a meeting of the Finance & General Purposes Committee to be held at **The Benians Pavilion, Uplands Lane, Four Marks GU34 5AF** on Wednesday 3<sup>rd</sup> June 2026 at **11.00 am** for the purpose of transacting the undermentioned business.

Yours faithfully

*Debbie Batley*

Locum 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.

### **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 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 and sign the minutes of the Finance & General Purposes Committee Meeting held on Wednesday 4<sup>th</sup> March 2026.

### **5. FOR DISCUSSION**

#### **5.1 Internal Audit Report**

To consider the report of the internal audit conducted on 21 April 2026 prior to the report being presented to Council in June.

## **5.2 2025/26 Financial Year End**

To consider the following reports for the end of the Financial Year:

- Expenditure against budget
- Balance Sheet
- Annual Governance Statement (AGAR Pt 1)
- Annual Statement of Accounts (AGAR Pt 2)
- Earmarked Reserves

To compose recommendations to Full Council regarding the 2025/26 AGAR

## **6. FM ALLOTMENT ASSOCIATION LICENSE TO OCCUPY**

To consider updates with regard to the proposed license to occupy draft.

## **7. ADDITION TO SCHEME OF DELEGATION**

To consider adding to the Scheme of Delegation, that the RFO is responsible for applying in a timely manner, for CIL drawdowns as and when they are available.

## **8. ASSET REGISTER**

To review the current Asset Register.

## **9. IT POLICY**

To review and add points as necessary

## **10. INSURANCE**

We have one year left on our insurance policy - agree a date to review and make comparisons

## **11. NEXT MEETING: 30<sup>th</sup> September 2026**