



## Brixworth Parish Council

Councillors are hereby summoned to attend the Finance Committee meeting to be held on  
Thursday 14<sup>th</sup> September 2023 at 7:00pm

The Meeting will be held in the Community Centre & Library, Spratton Road, Brixworth NN6 9DS

Please inform the Clerk of your apologies in writing, should you be unable to attend.

Email: [parish.clerk@brixworthparishcouncil.gov.uk](mailto:parish.clerk@brixworthparishcouncil.gov.uk)

Signed: .....

Josie Flavell - Proper Officer/Clerk

**The press and public are also invited to attend**

*Please note that this is a public meeting and you may be filmed, recorded and/or published.*

## **AGENDA**

### PART ONE – OPENING PROCEDURES

23/0045	<b>Welcome by Chairman</b>	-
23/0046	<b>Apologies for absence and acceptance of apologies for absence</b> To consider and accept any apologies reported.	ALL
23/0047	<b>Declarations of Interest</b> a) To consider any declarations of any disclosable pecuniary or other interests. b) To consider any dispensations or written requests for dispensation of DPI.	ALL
23/0048	<b>Agree and Sign the Minutes of Previous Meeting</b> RESOLVE to the Chairman approving the Finance Committee Meeting Minutes and Confidential Meeting Minutes for the meeting held on 13 <sup>th</sup> July 2023.	ALL
23/0049	<b>Public Open Forum Session</b> a) This is an opportunity for parish residents and members of other Councils, once recognised by the Chairman, to make brief representations or ask questions of the Finance Committee via the Chairman. Each will be allowed three (3) minutes to address the Finance Committee via the Chairman. This open session is limited to 15 minutes.  b) Although the Finance Committee will endeavour to answer all questions put to it, persons asking questions should not expect immediate answers, but rather a formal written response in due course.  c) Those who wish to comment on an agenda item are encouraged to do so at this time or they may ask the Chairman to be allowed to speak when the subject is raised.	-

#### **Members of Brixworth Parish Council - Finance Committee**

Councillor Tony Nixon (Chairman), Councillor Barbara Lunnon (Vice Chair), Councillor Jackie Bird,  
Councillor Ian Barratt, Councillor Lynne Compton and Parish Clerk

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### PART TWO – FOR DECISION

23/0050	<b>Business Plan</b> To review and approve the DRAFT Business Plan.	JF
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### PART THREE – FOR INFORMATION

23/0051	<b>Performance Against Budget Year to Date</b> To receive and NOTE the contents of the YTD Budget report.	ALL
23/0052	<b>Reserves Report</b> To receive and NOTE the contents of the YTD Reserves report.	ALL
23/0053	<b>MUGA Hire Costs</b> To receive an update from the Clerk concerning hire costs and new booking system.	JF
23/0054	<b>Bank Mandate</b> To NOTE that the bank mandate has been updated and the Clerk is currently changing the debit card.	JF
23/0055	<b>2024/25 Budget and Precept Setting Process</b> To receive an update from the Clerk concerning this process.	JF

### PART FOUR – CONFIDENTIAL MATTERS

23/0056	<b>EXCLUSION OF THE PRESS AND PUBLIC</b> RESOLVE to consider the exclusion of the press and public from the meeting in accordance with Public Bodies (Admissions to Meetings) Act 1960 sect 1.2, to discuss matters of commercial and personal confidentiality (Papers for Members only), due it being prejudicial to public interest by reason of the confidential nature of the business to be transacted.  <b>The Press and Public will be requested to leave the meeting (subject to 23/0056)</b>	
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### PART FIVE – CONFIDENTIAL MATTERS

23/0057	<b>Grounds Maintenance Contract</b> To discuss and agree a recommendation to Full Council concerning the current contract.	JF
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**The Press and Public to be invited back into the meeting.**

### PART SIX – CLOSING PROCEDURES

23/0058	<b>Next Meeting</b> a. To consider any items for inclusion on the next meeting agenda. b. To NOTE the date of the next Finance Committee Meeting on 14 <sup>th</sup> December 2023.	ALL
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Councillor Tony Nixon (Chairman), Councillor Barbara Lunnon (Vice Chair), Councillor Jackie Bird,  
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