

Plasterdown Grouped Parish Council

Clerk: Mrs. Caroline Metcalf, 84 Whitchurch Road, Tavistock, PL19 9BE

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7th March 2024

To: All Members,

You are invited to attend a **Finance Sub-Committee Meeting of Plasterdown Grouped Parish Council** to be held on **Wednesday 13th March 2024 at 7.30 pm in The Stables, Whitchurch Hall** for the purpose of transacting the business detailed below.

Caroline Metcalf

Signed: Caroline Metcalf, Parish Clerk

AGENDA

1. Apologies
2. Declarations of Interest.
3. Matters arising from the minutes of the Finance Sub-Committee meeting held on 14th December 2023.
4. Budgeting Monitoring sheet and bank reconciliation ending 31st January 2024.
5. Review and approve Grant Policy.
6. Review Asset Register and discuss insurance costs.
7. Review Risk Assessment Scheme.
8. Update on additional signatories and online banking.
9. Finance training for Councillors.
10. Proposal to set up standing order for Clerk's salary and correction cheque bi-monthly.
11. Accounts for Payment:
 - HMRC ending 5 Feb, 5 March & 5 April 2024 - £122.20
 - Clerk's February 24 salary (including 5 hours overtime) – £190.75
 - Clerk's March 24 salary (including 4.5 hours over from February 24 – £185.29
 - DFR Roofing – Roof replacement works - £1,464.00
 - Clerk's online Finance training - £30.
12. Items for Information.
13. Items for future agenda.
14. Close.

ALL MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND THE MEETING.