



"Not for self"

# Oswestry Rural Parish Council

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**NOTICE IS HEREBY GIVEN** that a meeting of Oswestry Rural Parish Council Finance Committee will be held on Wednesday 27 September 2023 at Trefonen Village Hall at 13.50 pm. Members are hereby summoned to attend for the purpose of transacting the following business.

## Finance Committee

K L Lloyd

Signed:

Kathryn Lloyd CPFA

Date of issue: 22 September 2023

## A G E N D A

### 1. Apologies of absence

### 2. Minutes of Meeting

To agree the minutes of the Finance Committee meeting held on 23 April 2023 and 23 May 2023 (appendix a , 23 May 2023 to follow)

### 3. Disclosure of Pecuniary of Interests, Bias, and Pre-determination

In accordance with Section 29 of the Localism Act 2011 Members are personally responsible for deciding whether or not they should disclose an interest at this meeting. Where a matter arises at a meeting which directly relates to a Member's Disclosable Pecuniary Interests they must disclose the interest, not participate in any discussion nor vote on the matter and must not remain in the room unless they have been granted a dispensation. If it is a 'sensitive interest', Members do not have to disclose the nature of the interest, just that they have an interest. (Please refer to Appendix B in the Council's Code of Conduct). Members are also reminded they should not make decisions with a closed mind and must declare a bias and not vote on matters where their decision could be considered to be pre-determined.

### 4. Policies

To review and recommend approval to Full Council on :

- a) Financial Regulations (b summary of issues)
- b) Standing Orders
- c) Terms of Reference for the Personnel Committee
- d) Terms of Reference for the Road Safety Working Group
- e) Terms of Reference for the Cemetery Working Group
- f) Terms of Reference for the Environment Working Group
- g) Terms of Reference for the Finance Committee
- h) Data Breach
- i) Data Protection and Information Security Policy
- j) SAR Procedure (Subject Access Request)
- k) SAR Checklist Appendix A and Letter B
- l) Planning Application Procedures
- m) Planning Pre-Application Procedures )

### 5. Community Infrastructure Levy Funding (CIL) Return 2023

a)To review CIL funding and agree figures for the annual return 2023 to Shropshire Council (Details to follow)

**6. Annual Internal Audit Action Plan**

a) To review the action plan as part of the internal audit recommendation and agree / approve any recommendations (appendix c)

**7. Mid-Year Review**

a) To review the latest forecasted outturn position to 31 March 2024 (appendix d ) and :  
- Agree any changes to forecast  
- Note any significant variances  
- Agree expected outturn

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**Pursuant to Section 1(2) of the above Act and due to the confidential nature of the following business to be transacted it will be PROPOSED, SECONDED and RESOLVED that the public and press should not be present**

**8. Quotes Street Lighting**

a)To CONSIDER and APPROVE quotes for the repair and maintenance of the Street Lighting (The Clerk)

**9. Date of next meeting**

To agree the date of the next Finance Committee meeting