



Finance and Policy Committee Meeting - to be held on Monday 12th June 2023 at 7:00pm in Huntington Community Centre

Members of the public may attend but will only be able to speak at this meeting at the invitation of the Chairman.

AGENDA

- 1. To Elect Chair and Vice Chair**
- 2. To Note Apologies for Absence**
- 3. To Receive Declarations of Personal, Prejudicial or Disclosable Pecuniary Interests (not previously declared) on any Items of Business**
- 4. To Consider the committees Terms of Reference**
- 5. To Consider the document retention policy**
- 6. To Consider the draft grant application form and to develop some eligibility criteria around application status**
- 7. To Develop a Scheme of Delegation incorporating Committee Terms of Reference**
- 8. To Evaluate draft policies and delegate responsibilities for development of draft policies to committee members.**
- 9. To Discuss PAYE, VAT, Accounting Software and Bank Account status**
- 10. To Confirm Date, Time and Venue for Next Finance and Policy Committee Meeting**