



Appleton Parish Council

Appleton Parish Hall, Dudlow Green Road, Appleton, WA4 5EQ

Telephone 01925 268153

To:- The Members of the Finance and General Purposes Committee

You are summoned to the Finance and General Purposes Committee meeting of Appleton Parish Council to be held at Appleton Parish Hall, Dudlow Green Road Appleton WA4 5EQ on **Thursday 2nd October 2025 at 9.45am** for the purposes of transacting the business set out in the agenda below.

R. Pepper

Asst Clerk of the Parish Council

Date of issue 24th September 2025

If you have any general enquiries regarding the above meeting, please contact 01925 268153 or email asstclerk@appletonparish.gov.uk

Agenda

1. Welcome and apologies for absence

To welcome members to the meeting and to receive apologies for absence and to approve reasons, if given.

2. Members Code of Conduct

Members are reminded of their responsibility to declare any disclosable pecuniary or non-pecuniary interest which they have in any item of business on the agenda no later than when the item is reached. Declarations are a personal matter for each Member to decide and the decision to declare, or not, is the responsibility of the Member based on the circumstances. Dispensations on any declarations of pecuniary interest made either before or during the meeting to be then considered by the Parish Council and any dispensations documented accordingly.

3. Fire Extinguishers Servicing

To discuss and to approve expenditure of £100.00 plus VAT for servicing the fire extinguishers at the Parish Hall. Please note that it is a legal requirement to do this on an annual basis.

4. Breakdown Cover Renewal

To consider renewal cost of £221.00 for 12 months or newly negotiated cost of £340.00 for 24 months RAC breakdown recovery cover for the Parish Council Van. The two quotes provide cover level as purchased in previous years and include tyre replacement. Payment to be allocated to Ranger Costs budget line, ahead of renewal due date of 9th October 2025.

5. SLCC Membership Renewal

To approve payment of £240 for the Assistant Clerk's SLCC annual membership subscription. This payment to be allocated from Subscriptions budget line.

6. Office and Council IT

To delegate authority to the Assistant Parish Clerk to seek quotations for Parish Council IT support provider. It is suggested that this be considered in order to ensure all staff and Councillors can receive timely support and suitably managed IT provision. Quotations and officer recommendation to be presented to a future Finance and General Purpose meeting, with any associated consideration for 2025/26 budget request to Council.

7. Banking and Payments

To receive status update in relation to the previously approved bank mandate and debit card revisions and note possible impact on any payments delegated to Officers.

8. Date of next meeting

The next meeting is due to be held Thursday 6th November 2025 at 9.45am.