



Appleton Parish Council

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

Telephone 01925 268153 Email clerk@appletonparish.gov.uk

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 5th June 2025 at 9.45am** for the purposes of transacting the business set out in the agenda below.

Clerk of the Parish Council

Date of issue 29th May 2025.

If you have any general enquiries regarding the above meeting, please contact Mrs. J Monks, Clerk on telephone 01925 268153 or email clerk@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. Terms of Reference for the Finance and General Purposes Committee

To review the current terms of reference for the Planning Committee and to make any recommendation to the Parish Council. Please note that there are no proposed amendments from the clerk.

4. Risk Assessments

To recommend approval of the following risk assessments;

- (a) General Risk Assessment
- (b) Ranger Risk Assessments

The clerk stated that individual Risk Assessments for events will be done for each event as and when required.

5. Review of Standing Orders and Financial Regulations.

To discuss and to recommend proposed amendments.

6. IT policy

To discuss and to make any recommendations.

7. Reserves Policy

To discuss and to make any recommendations.

8. Policy Reviews

To review and to confirm the following policies, note there are no proposed amendments to the existing policies.

- (a) Health and Safety Policy
- (b) Lone Working Policy
- (c) Diversity Policy
- (d) Data Protection Policy, documentation, and data schedule.
- (e) Publication Scheme
- (f) Complaint procedure
- (g) Social Media Policy

9. Gas incident at the Parish Hall on 9th May 2025

To discuss and to approve any action and expenditure and to consider the request for financial compensation.

10. Bank Transfers to cover future ongoing payments

- (a) To discuss and to approve a bank transfer of £80,000 from the Hanley Building Society to the NatWest current account to cover future ongoing payments.
- (b) To approve the expenditure of up to £100 for proof of ID and for the bank charges for the Hanley Building Society to make a bank transfer.

11. Replacement defibrillator cabinet at Appleton Parish Hall

To discuss and to approve any action and expenditure.