



**A meeting of the Finance & Policy Committee will be held on Tuesday 23<sup>rd</sup> January 2024 at the Town Council Offices, 28 Vicarage Road Verwood at 7.30pm.**

**Apologies for absence should be given to the Town Clerk prior to the Meeting.**

A handwritten signature in black ink, appearing to read 'Carrie Lloyd'.

**Ms. Carrie Lloyd  
Town Clerk  
17<sup>th</sup> January 2024**

### **AGENDA**

1. **Public Questions:** In accordance with Standing Order No. 1(e) – 1(l) a period not exceeding fifteen minutes is set aside for Members of the Public to make representations, answer questions or give evidence at a meeting not exceeding 3 minutes per person. No response nor debate is required on the night.
2. To approve the Minutes of the Finance & Policy Committee 14<sup>th</sup> November 2023 and note updates on actions.
3. To receive Declarations of Interest, Request for Dispensations and Apologies for Absence.
4. Draft Budget & Precept requirement 2024/25 – to consider the documents attached (available from [carrie@verwood.gov.uk](mailto:carrie@verwood.gov.uk))
5. Fees and Charges 2024/25 - attached
6. Draft SLA for Potterne Park attached
7. To appoint two members to review the effectiveness of the system of Internal Audit.
8. Use of Personal Devices Policy - attached
9. Staff Handbook – recommendation to approve from HR Sub Committee 16<sup>th</sup> October.
10. Financial Update – Payments made Nov & Dec 2023
11. Youth & Community Centre Boiler - attached
12. To receive items for future agendas.
  - Medium Term Financial Plan – Budget, Accounts & Audit Sub Committee will consider this later in 2024
  - Upgrading website to WordPress
  - Energy efficiency measures – Council Offices
13. Exclusion of the Press & Public

To RESOLVE that under the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the meeting by reason of the confidential nature or debate of the business to be transacted;

(a) Grounds Maintenance Contracts 2024/27

#### **Members;**

Councillors A. Biggs, T. Coombs, C. Crossley, L. Dedden, S. Flower, S. Gibson, S. Grove, Revd. J. Macro, P. Mann, A. Maw, P. Morrow, M. Parker, J. Russell, C Traves

For Information only - Councillors, M. Hudson, T. Smith, K. Stephens, E. Ingram (Quorum = 4)