



Bishton Community Council  
Underwood Community Centre – Conference Room  
Monday 25<sup>th</sup> March 2024  
1830 – 2100

## FINANCE & PROCEDURE MEETING AGENDA

- 1. Attendance**
- 2. Apologies**
- 3. Review Q1-Q4 Finances from 2023/2024**
- 4. Agree Insurance Renewal Quote for 2024/2025**
- 5. Agree Insurance Renewal Quote for 2024/205**
- 6. Agree Clerk working from home & fuel allowance to be paid.**
  - a. October 2023 – March 2024 allowances
- 7. Review and agree draft policies:**
  - a. Allotment management Policy
  - b. Revised Standing Orders
  - c. Model Financial Procedures
  - d. Public Participation Policy
- 8. Finance Review for Q1-Q4 2023/2024**
- 9. Review and agree proposal to reserve £2500 towards new fence at Bishton Play Park**
- 10. Agree Custodians / POCS for:**
  - a. Underwood Community Centre
  - b. Bishton Village Hall
  - c. Underwood football club
- 11. Review facility hire cost:**
  - a. Football club hire rates.
  - b. Underwood Community Centre
  - c. Bishton Village Hall
  - d. Review Hall Hire Terms & Conditions
    - i. Underwood Community Centre
    - ii. Bishton Village Hall
  - e. **Review and agree Hall Safeguarding Policies**
    - i. Underwood Community Centre
    - ii. Bishton Village Hall
  - f. **Agree Training Plan 2024/2025**