

BISHTON COMMUNITY COUNCIL
CYNGOR CYMUNED TRESEFGOB

Clerk's Office – 15 Caerau Road – Newport – NP20 4HL
07988624393 – clerk@bishton.org.uk

AGENDA

To members of Bishton & Underwood Community Council

You are hereby summoned to a Finance & Procedure Meeting to be held on **30th April 2025**
at 6.30

The meeting will be held at *Underwood Community centre – conference room*. Members of public are invited to attend (please submit queries to the Clerk prior to the meeting. The meeting will also be held via Zoom – please contact the Clerk for online access details.

Chris Ashman

Clerk for Bishton Community Council – Clerk@bishton.org.uk

1. Attendance
2. Apologies
3. Selection of Chairperson
4. Discuss audit report for 2023-2024
 - a. Make recommendations to satisfy qualifications within audit report
 - i. Improve authorisation to pay invoices
 - ii. Authorisation of payments on online banking
5. Review and adopt new model financial regulations as set out by OVW
6. Review & update policies (for approval at Annual Meeting)
 - a. S6. Biodiversity Report update