

**FOUR MARKS PARISH COUNCIL**

The Parish Office, Uplands Lane, Four Marks, GU34 5AF

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Wednesday 14<sup>th</sup> July 2021

Dear Councillor

You are hereby summoned to a meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** to be held on Wednesday 21<sup>st</sup> July 2021 at **6.30pm** at the Benians Pavilion, when the under mentioned business will be transacted.

Yours sincerely  
*Sarah Goudie*

**EXECUTIVE OFFICER**

### **A G E N D A**

- 1. ELECTION OF CHAIRMAN**  
To elect the Chairman of the Committee for the next 12 months as per Standing Orders
  - 2. APOLOGIES FOR ABSENCE**
  - 3. OPEN SESSION/PUBLIC PARTICIPATION**  
Members of the public are welcome to attend meetings of the Council and its committees.  
General questions will be taken before the main business of the meeting.
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- At the conclusion of the Open Session, Council Standing Orders will be applied.**
- 4. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**  
To receive any Disclosable Pecuniary Interest (DPI) from members concerning specific items on the Agenda.
  - 5. TERMS OF REFERENCE**  
To agree and propose the Committee Terms of Reference as per Standing Orders
  - 6. COMMITTEE MINUTES**  
To approve and sign the minutes of the Finance & General Purposes Committee Meeting held on Wednesday 31<sup>st</sup> March 2021 (*previously circulated*)
  - 7. BENIANS PAVILION**  
To discuss and agree the Licence to Occupy (*draft attached*)
  - 8. POLICY REVIEWS**  
To review and update all Council adopted policies as per attached schedule, as applicable.
  - 9. ADDITIONAL MATTERS FOR DISCUSSION:**
    - 9.1 Insurance Renewal (1<sup>st</sup> October 2021)
    - 9.2 Publication of additional financial documentation on the website
    - 9.3 Council publicity
  - 10. NEXT MEETING: 27<sup>TH</sup> October 2021, 6.30pm**