

HOPTON-ON-SEA PARISH COUNCIL

NOTICE OF POLICIES & FINANCE ADVISORY COMMITTEE MEETING

DATE: Tuesday 20 February 2024

TIME/LOCATION: 10am Hopton Village Hall Station Road Hopton-on-Sea NR31 9BE

AGENDA

1. To receive apologies for absence.
2. To receive declarations of interest in respect of items on the agenda and consider any requests for dispensation.
3. To carry out an annual review of the following policies and procedures and make recommendations for consideration by the full Council at the 11 March 2024 meeting.

Asset Register	Financial Regulations
Behaviour (anti bullying)	Lone Working
Biodiversity Action & Policy	Media Relations
Business Continuity Plan	Model Publication
Civility and Respect Pledge	Reserves (new)
Code of Conduct	Risk Assessment
Co-Option of Cllr.	Standing Orders
Data Protection	Training
Disciplinary	
Donations Policy	
Equality	

4. To receive and consider financial information regarding the publication of Village News monthly magazine, to consider outsourcing and other options. To make recommendations for consideration by the full Council at the 11 March 2024 meeting.
5. To receive information relating to .gov domain names for Parish Councils (including Cllrs and Clerks).
6. To confirm the date and time of the next meeting.

If the Council need to exclude the public at any time, the council will have to vote to do this by passing the following resolution: Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of (...state item of business ...)

The Clerk to the Parish Council can be contacted in the following ways:- e-mail hoptonparishclerk@hotmail.com Tel: 01502 730768 (message service in operation).
Address: Office at the Village Hall Station Road Hopton-on-Sea NR31 9BE. Office open Mon, Tues, Thurs, Friday 9.30am to 1.30pm (flexible).

Website: www.hopton-on-seapc.info