

To: Members of the Brockenhurst Parish Council
You are hereby summoned to attend a Meeting of the
Personnel and Resources Committee of Brockenhurst Parish Council to be held on
Tuesday 5th November 2024 at 7.00pm at Brockenhurst Village Hall

H Lawrence

Parish Clerk
30th October 2024

AGENDA

1. Apologies for Absence
2. Declarations of Interest/Requests for Dispensation
3. To approve the Minutes of Meeting held 2nd July 2024
4. Financial Comparison and Bank Accounts
 - a. Financial Comparison
 - b. Bank Balances
 - c. Bank Transfers
 - d. Capital Expenditure
5. Community Infrastructure Levy
6. Grant Applications – Consideration of advance requests from:
 - a. Friends of Brockenhurst Station
 - b. St Barbe Museum & Art Gallery
7. Commemorative Plaque Scheme
8. Review of Cemetery Fees and Costs
9. Policies
 - a. Financial Regulations – replacement policy
 - b. Reserves Policy – new policy
 - c. Internal Financial Control Policy - review current policy
 - d. Grant Policy and Application Form – review current policy and form
10. Review of Parish Council Payment Cards
11. Training Opportunities
 - a. Councillor Induction/Refresher Training
 - b. 2025 SLCC National Conference
 - c. Assistance with Sway Parish Council Apprentice Clerk Training

12. Consideration of Budget and Precept Requirements for 2025/26

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that the Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed.

13. Staffing Arrangements:

- a. Mileage and Expenses
- b. Job Titles
- c. National Pay Rate Review
- d. Holiday Entitlement

14. Any Other Items

15. Date of next meeting – Tuesday 4th March 2025