

OTFORD PARISH COUNCIL

Clerk: Mrs. S. Palmer

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Office hours 8.30 to 12.30 Monday to Friday

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The next meeting of the Finance and General Purposes committee of Otford Parish Council will take place on Monday 2 March 2015 at 9.15am at the above address.

AGENDA

There will be 10 minute public forum before the start of the meeting

- 1. Apologies for absence**
- 2. Approval of the minutes of the meeting on 2nd February 2015 and matters arising from these minutes.**
To consider the items below and make any necessary recommendations:
- 3. General Financial**
 - 3.1 To receive details of receipts and payments made since the last Council meeting together with details of the last bank reconciliation and approve orders for payment where appropriate.
 - 3.2 To finalise the update of standing orders in preparation for approval by the Council.
 - 3.3 To finalise the update of financial regulations in preparation for approval by
 - 3.4 the Council.
 - 3.5 To review the Accountability Risk Assessment and make any necessary amendments. Revised Assessment to be approved by the Council.
 - 3.6 Pension arrangements.
 - 3.7 To consider renewal of subscription to the NALC Direct Information Service (DIS)
- 4. Cemetery**
 - 4.1 To receive an update on any matters arising since the last meeting.
- 5. Car Park**
 - 5.1 To receive an update on any matters arising since the last meeting.
- 6. Toilets**
 - 6.1 To receive an update on any matters arising since the last meeting.
- 7. Allotments**
 - 7.1 To receive an update on any matters arising since the last meeting.
- 8. Recreation grounds/pond**
 - 8.1 To receive an update on any matters arising since the last meeting.
- 9. School House**
 - 9.1 To receive an update on any matters arising since the last meeting.
- 10. Chalkpit**
 - 10.1 To receive an update on any matters arising since the last meeting.
- 11. Correspondence**
 - 11.1 Email received from KCC regarding Pensions.
 - 11.2 NALC Financial Topic Note on Pension Fund Matters

Date of next meeting – 30th March 2015 at 9.15am