



1 Nancevallon, Higher Brea, Camborne, TR14 9DE

Clerk to the Council, Mrs Karen Harding

clerk@kenwynparishcouncil.gov.uk

Telephone 01209 610250/ 0800 2346077

To: Members of Kenwyn Parish Council & Press and public

You are hereby given notice of A FINANCE & GENERAL PURPOSES COMMITTEE MEETING OF KENWYN PARISH COUNCIL at Shortlanesend Village Hall on Friday 5th JULY 2024 at 7pm. Press & Public are invited to attend.

AGENDA

1. To receive apologies for absence
2. To receive any declarations of interest or gifts of hospitality worth £50 or more
3. To receive and consider any written requests for dispensations in items on the agenda
4. Public participation (10 minutes maximum, 3 minutes' maximum per person)
5. To consider statement by Chairman and Clerk on the annual internal audit for the year ending 31.03.24 a
6. To consider Internal Auditor's report for year 2023-2024 if available
7. Update from members of the Finance & General Purposes Committee on the following – from May 2023 To delegate the annual review of the Kenwyn Parish Council Risk Assessment for Playing Fields to the Finance and General Purposes Committee to report back to council at a future meeting
8. To delegate the annual review of the Kenwyn Parish Council Risk Assessment and Health & Safety Policy for Shortlanesend Village to the Finance and General Purposes Committee to report back to council at a future meeting
10. Internal controls – to delegate responsibility for the monthly internal controls to any two members of the Finance and General Purposes committee for the current financial year
11. To discuss financial and procedural issues that occurred during Clerk's long term sick leave in 2023 and the effect on the year's audit and Clerk's return to duties
12. To agree hours for locum and C A Book keeping to assist Clerk and to cover any absences going forward, to be reviewed in November 2024
12. To agree recommended procedure for any recurrence of long term sick leave by Clerk in regards to covering that role professionally

1960 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT TO EXCLUDE THE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED – MAY APPLY FOR THIS ITEM AND ITEMS 5 – 8

9. Anything the Chairman deems as urgent

Yours faithfully,

Karen Harding
Clerk to the Council