



Heath Hayes and Wimblebury Parish Council

Councillors are summoned to a meeting of the **Audit and Governance Committee Meeting** of Heath Hayes and Wimblebury Parish Council, which will be held at the Hayes Green Community Centre at **6.30pm on Thursday 5th December 2024**, when the following business will be transacted.

The press and public are invited to attend the meeting.

Sue Buxton

Sue Buxton CiLCA
Parish Clerk and Responsible Financial Officer

30th November 2024

Agenda

- 1 **Apologies**
To receive any apologies (through the Clerk in accordance with Standing Orders)
- 2 **Declaration of personal & prejudicial interest in any item on the agenda**
Members should notify Monitoring officer within 28 days if not already declared
3. **To receive any requests for dispensation**
- 4 **Chair to close the meeting for public session**
- 5 **Chair to re-open the meeting**
- 7 **Minutes of the last meeting**
To approve the minutes of the Audit and Governance Committee meeting 21st February 2024
- 8 **Budget – 2025-26**
Consider the budget for 2025-26
Attached:
 - Draft budget
 - Salary calculations
 - Pay scales
 - IT proposals
 - Christmas lighting
 - Prosperity Fund update
- 9 **Staffing**
 - Clerk's hours with transfer of Community Centre accounts back to committee
 - Appointment of Communications OfficerAttached:-
Job description and person specification and Job advert
- 10 **Items for future meetings**
- 11 **Date of next meeting – February 2025?**

Hayes Green Community Centre, Heath Way, Heath Hayes

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