



Wickham and Knowle Parish Council

Policy and Finance Committee

(**Chair:** Cllr Craig Manuel **Members:** Cllr Nic Holladay, Cllr Kathryn Holladay, Cllr Sandy Phillips-Lee, Cllr Loraine Rappé)

Dear Councillors

I hereby give you notice that a meeting of the Policy and Finance Committee will be held at **Knowle Village Hall, PO17 5GR on Thursday 14th November 2024 at 8.00pm**. All members of the Committee are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out below.

The meeting will be open to the public unless the Council directs otherwise. Meeting Papers are available on request from the Clerk unless classified as Confidential

Agenda item	Title	Lead	Page
1.	To receive apologies for absence	Chair	-
2.	To receive declarations of interest on agenda items	Chair	-
3.	Public Session	Chair	-
4.	To approve the minutes of the meeting held on 12 th September 2024	Chair	
5.	To receive an update from the Clerk on matters arising	Clerk	
6.	To review the new model Financial Regulations and recommend them for adoption to the Full Council	Clerk	
7.	To receive a budget monitoring report for Q2 2024-25	Clerk	
8.	To approve the payments list for August and September 2024	Clerk	
9.	To receive the draft budget for 2025-26 and recommend it for adoption to the Full Council	Chair	
10.	To consider the precept demand for 2025-26 and make a recommendation to the Full Council	Chair	
11.	To review the Tennis Club lease for 2024/25 financial year	Chair	
12.	To extend the appointment of Lightatouch as the Council's Internal Auditor for the 2024/25 financial year	Chair	
13.	To approve submission of Wickham Recreation Pavilion for planning permission, to be funded by from the Wickham CIL earmarked reserve	Chair	
14.	To approve the quote with Axis Architecture Ltd for moving the Wickham Recreation Pavilion project to RIBA stage 4, to be funded from the Wickham CIL earmarked reserve	Chair	
15.	To approve the quote from Axis Architecture Ltd for moving the Knowle Village Hall extension project to RIBA stage 4, to be funded from the Knowle Village Hall earmarked reserve	Chair	
16.	To recommend to Full Council to add Victoria Glenister to the Lloyds bank mandate as a viewer	Chair	



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17.	Motion for confidential business The following motion will be moved on the completion of the above business: "That in view of the confidential nature of the business about to be transacted involving sensitive business, the public and the press be temporarily excluded, and they are instructed to withdraw."	Chair	
18.	To consider the Boston's rent	Chair	

Sophie Thorogood
Clerk and RFO to Wickham & Knowle Parish Council
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10th November 2024