



**PARISH OF GROBY  
NOTICE OF MEETING**

I hereby give notice that a meeting of the **Finance and General Purposes Committee** of the above-named Parish will be held at the **Parish Council Office, Leicester Road, Groby** on

**Monday 12<sup>th</sup> May 2025 at 3 p.m.**

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 hereunder.

Sue Hackett  
Clerk to the Council

Dated: 7<sup>th</sup> May 2025

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**AGENDA**

- 1. To receive apologies for absence and to record absences**
- 2. To receive any disclosure of interests from members to any matter pertaining to the agenda and to receive requests for dispensations**
- 3. To approve the minutes of the Finance and General Purposes Committee meeting held on 31<sup>st</sup> March 2025.**
- 4. Clerk's Report**
- 5. To carry out an Annual Review of:**
  - i. Financial Regulations
  - ii. Financial Risk Assessment
  - iii. Business Continuity Plan
  - iv. Asset Register
  - v. Insurance Provision
  - vi. Effectiveness of Internal Controls
- 6. Financial Reports**
  - i. To review the 2024-25 Year End Income & Expenditure report, Balance Sheet and EMR Report
  - ii. To review the Income & Expenditure report and EMR report to 30<sup>th</sup> April 2025
  - iii. To review and verify the bank reconciliation for March 2025
- 7. Payment of the accounts and income**

To review the accounts for payment and to note income received
- 8. Date and time of next meeting**

*In accordance with standing orders 3 (e) members of the public may make representations, answer questions and give evidence in respect of the business on the agenda, if invited by the chairman*