HIGHLEY PARISH COUNCIL

Clerk: Miss A. Palmer

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To: All members of the Revenue and Resources Committee, The Public and Press

You are summoned to attend a meeting of the **Revenue and Resources Committee** which will be held at Highley Parish Council Office at **6.30pm on Wednesday 3rd April 2024** at for the transaction of business as set out in the agenda below.

Members of the public are invited to address the Council at the start of the meeting. If you wish to speak at the meeting, please contact clerk/chair prior to the start of the meeting.

A. Palmer

Alison Palmer

Clerk to Highley Parish Council.

**Agenda**

**00. Parishioners Time**

**Speaking at a Meeting** - You do not have the right to speak at a meeting unless invited to do so by the Council.

***Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of member’s interest maintained by the monitoring officer.***

**01.Apologies and reasons for Absence**

**02.To confirm the minutes of the meetings dated Thursday 4th January 2024**

**03. To confirm new precept and explain how budget is now added to the finance system.**

**04. To discuss return date following Clerks maternity leave.**

**05. Acting Clerks annual leave – discussion around current clerks’ annual leave allowance.**

**06. Update on Tax and NI payments through PAYE.**

**07. Clerk to share findings regarding bank accounts and copies of bank statements to be shared.**

**08. Approve standing orders and direct debits for the coming financial year.**

**09. Agree pre-approved amounts for expenditure.**