

## SUMMONS TO ATTEND

NOTICE IS HEREBY GIVEN OF A MEETING OF THE  
F&GP COMMITTEE OF HETHERSETT PARISH COUNCIL  
THE PUBLIC AND PRESS ARE WELCOME TO ATTEND



## AGENDA

### Finance & General Purposes Committee

2<sup>nd</sup> September 2024

at 7.30pm in the Village Hall, Back Lane, Hethersett, NR9 3JJ.

#### Members:

Cllr Bridget Williamson (BW) [Chair]

Cllr Jonathan Loomer (JL) [Vice Chair]

Cllr Heath Dakin (HD)

Cllr Leslie Dale (LD)

Cllr Paul Everett (PE)

Cllr Kelsea Law (KL)

Cllr Habib Rehman (HR)

Chair to ask if anyone intends to record the meeting and to allow anyone the opportunity to leave before devices are activated.

Chair to open the meeting, and to introduce the members.

Items with an asterisk have supporting documents.

**1 Apologies for absence**, to receive

**2\* Declarations of interest**, to record

**3 Public participation**, to receive representations, comments, and questions

**4\* Minutes of the previous meeting**, to agree

Held on 5<sup>th</sup> August 2024.

**5 Progress reports on outstanding matters**, to receive

5.1 Bank account.

5.2 BT.

**6\* Audit**, to scrutinise

6.1 Month audit of June 2024

6.1.1\* Bank Reconciliation

6.1.2\* Receipts & Payments Summary

6.1.3\* Budget Summary

6.2 Month audit of July 2024

6.2.1\* Bank Reconciliation

6.2.2\* Receipts & Payments Summary

6.2.3\* Budget Summary

**7\* Grant & payment requests**, to decide

7.1\* Hethersett Athletic Football Club - Dugouts.

**8\* Recycling of blister packs**, to decide

**9\* Defibrillator battery replacement**, to decide

**10 Training on Planning costs for Sara to attend**, to decide

**11 Gardener hiring & budget**, to decide

**12 Public participation**, to receive representations and to answer questions

**13 Date of the next meeting**, to note

Monday 7<sup>th</sup> October 2024

7.30pm in the Village Hall, Back Lane, Hethersett, NR9 3JJ.

Chair to close the meeting  
and to thank everyone for taking part

Published on: 28/08/2024  
Penny Hubble, Clerk to Hethersett Parish Council

Village Hall  
Back Lane  
Hethersett  
NR9 3JJ



01603 917993

[office@hethersettparishcouncil.gov.uk](mailto:office@hethersettparishcouncil.gov.uk)  
[www.hethersettparishcouncil.gov.uk](http://www.hethersettparishcouncil.gov.uk)