



Mrs S Baxter  
Clerk and Financial Officer  
Email: [kempseyparishcouncil@gmail.com](mailto:kempseyparishcouncil@gmail.com)  
Website: [www.kempseyhub.co.uk](http://www.kempseyhub.co.uk)  
Tel: 01905 828183

Parish Office  
Community Centre  
Main Road  
Kempsey  
Worcester WR5 3LQ

Dear Members of the F&GP Committee

**YOU ARE DULY SUMMONED TO ATTEND THE FINANCE AND GENERAL PURPOSES  
COMMITTEE MEETING OF KEMPSEY PARISH COUNCIL TO BE HELD ON  
MONDAY 19<sup>TH</sup> JUNE 2017 AT 7.30PM  
IN THE COMMUNITY CENTRE  
where the business set out in the agenda below will be transacted.**

Sharon Baxter  
Clerk  
14<sup>TH</sup> June 2017

## **AGENDA**

1. Apologies: To receive apologies and to approve the reason for absence
2. Declarations of Interest
  1. Register of Interests: Councillors' are reminded of the need to update their register of interests.
  2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
  3. To declare any Other Disclosable Interests in items on the agenda and their nature.

Councillors' who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct, **must leave the room for the relevant item/s unless a Dispensation has been granted.**

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

The meeting will be adjourned for Public Question Time

The length of time any person can speak during Public Question Time shall be restricted to 5 minutes or longer at the discretion of the Chairman. Points raised by a parishioner should be concise and to:  
raise new issues, request an update on a previously raised matter or offer new information on an existing issue.  
Members of the public may not take part in the Parish Council meeting itself.  
This period is not part of the formal meeting; brief notes will be appended to the minutes.

3. Minutes: To consider the adoption of the minutes of the Finance and General Purposes Committee meeting of 09.02.17
4. To review and update the following Policies and Procedures:-
  1. Standing Orders
  2. Financial Regulations
  3. Communication Policy
  4. Complaints Procedure
  5. Document Retention Policy
  6. Publication Scheme
  7. Disciplinary Procedures
  8. Grievance Procedures
5. To review the Management of Unreasonable Complainant Behaviour policy.
6. To devise wording to include/amend in Standing Orders to reflect the formation of the Infrastructure Committee
7. Registration of Property to include Plovers Rise Playing Fields, Community Centre, The Rocky and the Allotments.
8. AOB