

BRAUNTON PARISH COUNCIL



Council Offices
Chaloners Road
Braunton

Date agenda issued: 17 July 2025

Dear Councillors: M Shapland, V Cann, M Cann, E Spear, R Shapland, D Spear and T Kirby

You are summoned to attend the Finance and Administration Committee Meeting, which will be held on **WEDNESDAY 23 JULY 2025 at 2pm**, in the Council Chamber, Chaloners Road, Braunton, for the purpose of transacting the undermentioned business.

In accordance with the Public Bodies (Admissions to Meetings) Act 1960 members of the public and press are welcome to attend.

Yours faithfully,

A handwritten signature in black ink that reads "T. Lovell".

Mrs T Lovell BA (Hons)
Clerk to the Council & RFO

AGENDA

Part I

1. Receive apologies and reasons for absence.
2. Declarations of Interest
Interests must be re-declared when the item is called.
3. Sign minutes of the Finance and Administration Committee meeting held on the 23 April 2025, attached.
4. Receive Financial Reports, as follows: -
 - a) Budget Monitoring Report April to June 2025
 - b) Bank transactions April to June 2025
 - c) Bank Reconciliation to 30 June 2025
 - d) Trial Balance Report
 - e) Approve staff timesheets
5. Major Insured Assets Valuation – Consider surveyors quotation to carry out a review of Council's major insured assets.
6. Council Investment Strategy – Review the Council's Investment Strategy and consider investing with Churches, Charities and Local Authorities (CCLA) Investment Management Limited.
7. Time off in Lieu (TOIL) Policy – Consider and review the Council's TOIL Policy.