

RINGMER PARISH COUNCIL

To Members of the Office and Finance Committee

You are hereby summoned to the extra ordinary meeting to be held on

Thursday 22nd February 2024 at 10am

In the Parish Rooms, Lucy Stone Room

Meeting called by: Annie Hazzard – Clerk

Signature: *Annie Hazzard*

Meeting called: 15th February 2024

The Chairman may, at his discretion and at a convenient time in the transaction of business, adjourn the meeting to allow any members of the public to address the meeting. Parishioners and others in attendance are reminded that they must remain silent during the transaction of Council business.

Agenda Items

1.	To receive apologies for absence	
2.	Declarations of Interest: Disclosure by Councillors of their personal interests regarding matters on the agenda, and whether the councillor regards their interest as prejudicial under the terms of the Code of Conduct.	
3.	To receive written requests for dispensation for the ensuing year	
4.	To approve the minutes from the Office and Finance Committee meeting held on 25th January 2024	ALL
5.	Public questions or comments relating to items on this agenda This item shall last not more than 15 minutes or at Chairman's discretion and no contribution shall last more than 3 minutes.	
6.	Risk Register To carry out the annual review of the Risk Register.	ALL
7.	Regular Payments To carry out the annual review of regular payments.	ALL
8.	Grants S137 Parish Grant Fund Application: 1. St Mary's Church – Easter Fun Day - £183	ALL
9.	To consider any other financial matters that cannot be held over to the next agenda at the Chairman's discretion	
10.	Items for inclusion on the next agenda	
11.	Recommendations to Full Council 1. To approve the annual review of the Risk Register. 2. To approve the annual review of regular payments.	

THE PUBLIC AND THE PRESS HAVE A RIGHT AND ARE WELCOME TO ATTEND

Date of Next Meeting in the Parish Rooms, Lucy Stone Room:

Thursday 2nd May 2024 at 10am