



## CATCLIFFE PARISH COUNCIL

Catcliffe Memorial Hall  
Old School Lane  
Catcliffe  
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### AGENDA

#### Finance and Premises Committee Meeting - 25 January 2022 at 6.00pm in the Meeting Room, Catcliffe Memorial Hall.

1. To note apologies and approve reasons for absence.
2. To consider exclusion of the press and public by virtue of Public (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed
3. To receive declarations of interest
4. To approve the minutes of the Finance and Premises Committee meeting held on 30<sup>th</sup> November 2021.
5. To note matters arising from the minutes, not on the agenda.
6. Finance Matters:
  - a. To review Income & Expenditure
  - b. To consider the Internal Auditor and Payroll Provider
  - c.
7. Highfield View Park – to consider draft item for Parish Council Newsletter
8. Poplar Way Park – to review the quotes and consider maintenance schedule
9. To consider Risk Assessments
10. To review the Asset Register
11. To consider the use of the Parish Council's facilities including the pavilion; procedures for Health & Safety and Accident Reporting
12. To consider the Terms of Use for the Football Team's hire of the recreation ground and pavilion
13. To consider the grounds maintenance contract for 2022/23
14. To review and consider the Memorial Hall Trust
15. To consider storage/safe at the Memorial Hall
16. To consider the date for articles to be received in the Newsletter.
17. To arrange the date of the next meeting.