



BIRSTALL PARISH COUNCIL



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The next Meeting of the **MANAGEMENT & POLICY COMMITTEE** will be held in the **VILLAGE HALL**, Birstall Road, Birstall on **MONDAY, 6 JANUARY 2025 at 6:30pm**. Members of the public and press are cordially invited to attend.

PLEASE NOTE: The Parish Council does not usually audio record or film their meetings, however, the Clerk will record the meetings as an 'Aide Memoire' for producing the minutes. Under the Openness of Local Government Bodies Regulations 2014, other people may film, record, tweet, or blog from this meeting. The use of any of those images or sound recordings is not under the Parish Council's control.

Sue Coulson
Clerk to the Council
2 January 2025

PUBLIC OPEN SESSION

Members of the public may ask questions, make representations, answer questions, and give evidence in respect of the business on the agenda. *Up to 10 minutes will be set aside for this purpose.*

AGENDA

- 1 **APOLOGIES:** To receive, consider and accept Apologies for absence.
- 2 **DISCLOSURES OF PECUNIARY INTERESTS AND OTHER REGISTRABLE AND NON-REGISTRABLE INTERESTS AND REQUESTS FOR DISPENSATIONS:** For information, disclosable pecuniary interests and registrable interests relate to entries that are included, or should be included, on a Councillors register of interest. Non-registrable interests relate to any other matter. *A copy of the flowchart for Registrable and Non-Registrable Interests included in the Councils adopted Code of Conduct is included in Councillors agenda packs.*
- 3 **MINUTES:**
 - a) To sign as an accurate record the minutes of the meeting held on 2 December 2024.
 - b) To receive advice sought from LRALC Re: Minute Taking.
- 4 **FREEDOM OF INFORMATION REQUESTS:**
 - a) To receive notification of any FOI requests received.
- 5 **REVIEW OF POLICIES AND PROCEDURES:**
 - a) To receive an updated Policy Index sheet and agree dates for future policy reviews:
 - b) To receive and review the Grant Aid Policy and recommend it to the Council for adoption
 - c) To receive and review the Reserves Policy and recommend it to Council for adoption:
 - d) To receive and review the Petition Policy / Procedure and recommend it to Council for adoption:
- 6 **GOVERNANCE REVIEW:**
 - a) To receive and consider information to address points 1 & 2 and make recommendations to Council:
 - i) To receive further information and consider a proposal from Hoey Ainscough Associates Ltd - £8,500 + expenses between £1,000 and £1,500 and recommend it to Council:
- 7 **DATE OF NEXT MEETING:** Monday, 3 February 2025 at 6:00pm