

# **KING'S SUTTON PARISH COUNCIL**

King's Sutton Millennium Memorial Hall, Astrop Road, King's Sutton  
Banbury OX17 3PG

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The next Meeting of the  
**FINANCE GOVERNANCE & POLICY COMMITTEE**  
will be held on  
**THURSDAY 21<sup>st</sup> JULY 2022 in the ASTROP ROOM,**  
**KING'S SUTTON MILLENNIUM MEMORIAL HALL**  
at **7.30 P.M.**

**Members of the Public and the Press are invited to attend**

## **AGENDA**


### **Chairman's Announcement: The Openness of Local Government Bodies Regulations 2014**

1. To receive Apologies and Approve the Reasons for Absence
2. To invite Declarations of Interest:
  - 2.1 Disclosable Pecuniary Interests
  - 2.2 Other/Personal/Non-Statutory Interests
  - 2.3 To receive Requests for Dispensations
3. Public Participation: An opportunity for members of the public to address the Committee on items listed on the Agenda.
4. To confirm the accuracy of the Minutes of the Meeting held 17<sup>th</sup> May 2022
5. RFO Report
6. Internal Controls 2022:
  - 6.1 To review the Receipts and Payments Account to 21<sup>st</sup> July 2022
  - 6.2 To receive the report of the Internal Control Councillor for Q1
7. Grant Applications: to receive updates on existing applications
  - 7.1 Football Club
  - 7.2 Tennis Club
  - 7.3 It's for the Kids

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8. Traffic Calming on Astrop Road:
  - 8.1 To review quotations received for Speed Indicator Devices and determine next steps
  - 8.2 To receive update regarding lighting quotation
  
9. Lighting:
  - 9.1 To consider next steps regarding LED upgrades
  - 9.2 To consider repairs identified as necessary
  
10. Registration of Parish Council owned land: to consider next steps
  
11. Safeguarding documentation: to consider additional methods
  
12. Policy/Documentation Reviews:
  - 12.1 To note updated schedule
  - 12.2 Email Protocol: review
  - 12.3 Travel expenses allowances: review
  - 12.4 Code of Practice for Handling Corporate Complaints: review
  - 12.5 General Data Protection Regulations:
    - 12.5.1 Security Compliance checklist
    - 12.5.2 Councillor Resignation checklist
    - 12.5.3 Inventory of Personal Data
    - 12.5.4 Retention and Disposal Policy
    - 12.5.5 Appendix to Retention and Disposal Policy:
    - 12.5.6 Data Protection Policy:
    - 12.5.7 Privacy Notice:
    - 12.5.8 Subject Access Requests Policy:
    - 12.5.9 Data Breach Policy:
    - 12.5.10 Flowchart:
  
13. Project Updates:
  - 13.1 Cemetery
  - 13.2 EV Charging Points
  
14. To receive items for the next Meeting of the Finance Governance & Policy Committee (13<sup>th</sup> September 2022)

Signed:   
Clerk

Date: 16<sup>th</sup> July 2022