

BRAMHOPE & CARLTON PARISH COUNCIL

To Members of the Finance & Administration Committee

You are summoned to a meeting of the Finance & Administration Committee, which will be held at 6.00pm on the 11th November 2025 at Bramhope Village Hall, Old Lane, Bramhope, LS16 9AZ for the purposes of transacting the following business.

AGENDA

1. To receive apologies for absence given in advance of the meeting and to consider the approval of reasons given for absence
2. Declarations of disclosable pecuniary interest or other interests
3. Public Participation (10 Mins)

Public Participation (10 mins) Members of the Public are reminded that this is their opportunity to speak to the Meeting on any topic relevant to the work of the Council. However, they may not speak during the remainder of the meeting unless specifically invited to do so by the Chair
4. To receive the budget year to date and forecast year end figure for 2025/26 budget
5. To discuss the draft budget for 2026/27 and two year forecast for 2027/28 and 2028/29 and formulate recommendations for Full Council
6. To discuss precept calculations for 2026/27 and formulate recommendations for Full Council
7. To receive information regarding duplication of information on the Parish Council's Standing Orders and decide further action.
8. To review the Statement of Internal Controls and formulate recommendations for Full Council
9. To review amendments and an appendix to the IT policy and formulate recommendations for Full Council
10. To review a draft Data Protection policy and formulate recommendations for Full Council
11. To discuss the Parish Council website and compliance with accessibility regulations and decide further action
12. To receive the precept timetable for 2026/27
13. To discuss the start time for future meetings of the Finance & Administration Committee and decide further action
14. Any items for discussion at a future meeting

Motion to Exclude the Press and Public

Exclusion of the Press and Public

Under the Public Bodies (Admission to Meetings) Act 1960 as extended by s. 100 of the Local Government Act 1972), the public and accredited representative of newspapers be excluding from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.
15. To receive the annual grant application form from Bramhope in Bloom and formulate recommendations for Full Council.
16. Date of next meeting