



## Harlington Parish Council

Parish Council Office, Rear of Parish Hall, Church Road, Harlington, Bedfordshire LU5 6LE

The Clerk to the Council Telephone: 01525 875933 Email: [clerk@harlington-pc.gov.uk](mailto:clerk@harlington-pc.gov.uk)

Notice is hereby given that Members of the Finance & General Purposes committee are summonsed to attend a Meeting of the Finance & General Purposes Committee to be held on Tuesday 2<sup>nd</sup> September 2025 at 7.30 pm in the West Room of the Parish Hall for the purpose of transacting business as detailed in the following AGENDA. Press and Public are welcome to attend, but may be required to leave the meeting if a special or confidential matter is to be discussed.

Alison Doyle Clerk to the Council. Date: 28<sup>th</sup> August 2025

### AGENDA

- 25FGP33 To receive Apologies for Absence  
25FGP34 To receive Declarations of Interest and consider requests for dispensations concerning items on the Agenda  
25FGP35 To approve Minutes of the Meeting held on 5<sup>th</sup> August 2025  
25FGP36 Public Question Time  
***The meeting will be adjourned for 10 min for members of the public to ask question or make comments on items of business on the agenda***

- 25FGP37 To receive the Clerk's/Chairman's Report (project updates)

#### Finance

- 25FGP38 To receive the Income & Expenditure ( Budget v Actual )Year to date report:  
25FGP39 To review and verify the Bank Reconciliations for May, June & July 2025  
25FGP40 To receive the Internal Controls Checklist for June & September 2025  
25FGP41 To review and approve HPC Insurance quotation  
25FGP42 To receive Budget proposals and recommendations 2025/26 No budget proposal is available due to staffing issues. The RFO will prepare a draft budget and email the draft to F&GP inviting comments and input to assist a complete budget proposal that will be presented for consideration at the F&GP meeting that will be held on 4<sup>th</sup> November 2025.  
25FGP43 To receive and approve quotation to repair clerks laptop

#### ***To resolve to invoke Standing Order 19f:***

"That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw"

#### ***Staffing matters***

- 25FGP44 Confidential Matters

The next meeting of the F&GP Committee will take place on 4<sup>th</sup> November 2025

Ms Alison Doyle  
Harlington Parish Clerk & RFO

Date 28<sup>th</sup> August 2025