

**MENDLESHAM PARISH COUNCIL**  
**FINANCE & GENERAL PURPOSES ADVISORY COMMITTEE MEETING**  
**Wednesday 14 June 2023**  
**Old School Room, Mendlesham**  
**7 pm**

Members of the public may submit comments on any item on the agenda via email to the Clerk: or letter to Honeysuckle, Hockey Hill, Wetheringsett IP14 5PL, to be received by noon Wednesday 14 June 2023. Any individual submitting comments should ensure that their name, address and contact details are included in their communication and should note that anonymous submissions will not be accepted. It should also be noted that answers to any submissions may not be forthcoming during the meeting itself.

The minutes of the meeting once approved, are available from the Parish Clerk. The minutes of the meeting will be published, once approved, as usual via <https://mendlesham.suffolk.cloud/>

**AGENDA:**

- 1. To appoint a chairperson.** (3 mins)
  - 2. To appoint a committee member to take the minutes.** (1 min)
  - 3. To note the terms of reference for this committee.** (1 min)
  - 4. Welcome, apologies for absence, acceptance of apologies and filming speech.** (1 min)
  - 5. To note Declarations of Interest:**
    - a) To note Councillor's declarations of interest in any of the following agenda items.
    - b) To agree any dispensations with regard to declarations of interest. (1 min)
  - 6. Minutes:**

To confirm the following as a true and accurate representation

    - a) Advisory Committee Meeting 5.5.15. Noting that draft minutes were circulated after the meeting with no queries raised at the time. (3 mins)
  - 7. Public Forum** – to receive written questions and matters of concern. (5 mins)
- In camera: Members of the public will be asked to leave as the following agenda item relates to sensitive and confidential staff matters.**
- 8. Staff matters** (60 mins)
  - 9. Any other business:** matters of report and future agenda items. (5 mins)

Sharon Jones Parish Clerk 9.6.23