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# SAWSTON PARISH COUNCIL

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Dear All

## **FINANCE & GENERAL PURPOSES COMMITTEE**

You are summoned to a meeting of the Finance & General Purposes Committee to be held **VIRTUALLY** on **Tuesday 16 February 2021 at 7.30pm** for the transaction of the undermentioned business.

Yours sincerely

A handwritten signature in cursive script, appearing to read 'Joanne Keeler'.

Joanne Keeler  
Parish Clerk  
11 February 2021

## **A G E N D A**

1. Apologies for absence
2. Declaration of Interest for this meeting
3. Confirm and Sign Minutes of the meeting held on 17 November 2020
4. Confirm and Sign Minutes of the meeting held on 2 December 2020
5. Matters arising
6. To agree the signatories on the Unity bank account
7. Bank Accounts
8. To discuss Standing Orders (amendment to the figures in the contract regulations)
9. To discuss the BT internet line at the office
10. Completed external audit report 2019/2020
11. To discuss the Vindis Lease
12. To discuss OPUS energy street lighting contract for Pampisford Parish Council
13. To discuss the FOI and publication scheme policies
14. To discuss the Neighbourhood Plan and the possibility of a project manager
15. IT Update
16. To review risk assessment
17. Councillors issues and Agenda items for next meeting – F & GP Only

If you wish to attend this meeting virtually via zoom, please use  
Meeting ID: 898 4378 9820  
Password: 200922