



DEEPING ST JAMES PARISH COUNCIL

The Institute, 38 Church Street, Deeping St James, Peterborough PE6 8HD

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Parish Clerk: Julie Fortnum

Dear Councillors Bowell, Gilbert, Halls, Hosking, Laws, Neville, Rose, Shinkins-Hoppe and Stevens.

You are hereby summoned to attend a meeting of the Finance, Policy and Personnel Committee to be held in the meeting room at the Institute 38 Church Street Deeping St James PE6 8HD at **8.00pm on Tuesday 12 August 2025.**

The business to be dealt with at the meeting is listed in the agenda.

Julie Fortnum

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Parish Clerk

Issued Wednesday 6 August 2025.

AGENDA

26.13 To receive apologies of absence.

26.14 To receive any declarations of interest.

26.15 To adopt the minutes of the previous meeting held on Tuesday 3 June 2025.

26.16 To receive the Clerk's report.

26.17 To receive a report of the financial position as at 6 August 2025.

26.18 To receive a report on the income and expenditure against budget for the period 1 April 2024 to 6 August 2025.

26.19 To consider information about additional savings accounts, obtained by Councillor Neville when attending the Lincolnshire Association of Local Councils conference

26.20 To consider the National Association of Local Councils' updated model Financial Regulations (March 2025) as adapted for Deeping St James Parish Council by the Parish Clerk/RFO in conjunction with Councillor Gilbert, Chair of the finance policy and personnel committee and to agree to recommend adoption to Council

26.21 To receive the following updated General Data Protection Regulations policies

1. Data Protection Policy
2. Data Breach Policy
3. Data Privacy Policies
4. Consent Form
5. Subject Access Request Procedure
6. Security Compliance Checklist

26.22 To receive the following draft policies:

1. Grants
2. Information Technology

26.23 To receive the HR documentation updated by an Independent Human Resources provider and agree future action

26.24 Staff appraisals - to agree who will complete and by when

26.25 To note the date of the next meeting – 8pm Tuesday 07 October 2025