

# Martlesham Parish Council



## **FINANCE & GENERAL PURPOSES COMMITTEE TERMS OF REFERENCE**

Reviewed:-

Review by:- February 2027

**PURPOSE:** To ensure that the conduct, finances, management and administration of the Council is properly and effectively carried out.

**DUTIES:**

1. To consider and recommend to the Parish Council matters relating to: -

Committees' terms of reference and delegated powers

Review of and amendments to: -

Standing Orders, Financial Regulations,

Policies & Procedures

Budget & Precept

Tenders & Quotations

Provision of facilities or services not covered by other Committees

Risk Management & Insurance

Remuneration and other matters concerning the Clerk and employees

Grants & donations

Parish Trusts

2. Financial management and Control
3. To settle accounts for payment of items previously approved by the Council
4. Administration of the Parish Room and Office
5. Supervise and report on any works or services, though this may be delegated by the Parish Council to the appropriate committee