



Bishop's Waltham Parish Council
A Meeting of the Finance, Policy and Resources Committee
will be held in the Ruby Room of The Jubilee Hall, Bishop's Waltham
on Tuesday 1st February 2022 at 7pm.



The meeting will be open to the public unless the Committee directs otherwise.

Agenda

All papers/reports are available from the Council offices (except where classified as confidential).

Please note that restrictions in line with Covid 19 guidance will be in place.

Please contact the Executive Officer to book a place if you wish to attend.

1. To receive and accept apologies for non-attendance.
2. To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.
3. To receive and accept any personal, pecuniary and non-pecuniary interests relating to items on this agenda.
4. Public Session - *for information only*
5. To approve the minutes of the meeting of 4th January 2022.
6. Actions arising from the minutes of the meeting of 4th January 2022 - *for information only*
7. Report from RFO - *for information only*
8. Accounts Access – Paper from the RFO – *for consideration*
9. Finance matters:
 - i) Payments Schedule – to approve payments.
 - ii) Bank Account Reconciliations Month 10 – to note the review by the Chairman.
 - iii) Parish Council Financial Position Year to Date and Balance Sheet – to note current position.
 - iv) Income and Expenditure Forecast - to note current position.
10. Capital Control Report - *for information only*
11. Grant Opportunities - *for consideration*
12. Recommendations from the Halls & Grounds Committee - Paper from the Clerk to the Halls and Grounds Committee - *for consideration*:
 - i) Carnival 2022 - Licence and Rates
 - ii) Dynamos Football Club – Licence
13. Council Allowances – *for consideration* – Paper from the Chairman
 - i) Chairman's Allowance
 - ii) Councillor's Allowance
14. Stair Lift Price Comparison – Paper from the Executive Officer – *for consideration*
15. Review of Jubilee Hall Car Park Charges - Paper from the Executive Officer – *for consideration*
16. Financial Regulations – Inclusion of Staff Hire Procedures Policy – Paper from the Executive Officer – *for consideration*
17. Deed of Access – Update – Paper from the Executive Officer – *for consideration*
18. Policies Review – Update – Paper from the Executive Officer – *for information*
19. Requests for future agenda items - *for information only*

20. Date of next meeting – 1st March 2022

21. Motion for confidential business:

The following motion will be moved on the completion of the above business:

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw in accordance with the provisions of the Public Bodies (Admissions to Meetings) Act 1960.

22. Debtors List - *for consideration*

23. Staffing matters – Paper from Executive Officer – *for consideration*

- i) Probationary Period Review – Administration Officer
- ii) Contract for Temporary Cover of Administration Assistant Role
- iii) Staff Meeting 13.1.22
- iv) Minutes of the Staffing Sub-Committee 18.1.22
- v) Minutes of the Staffing Sub-Committee 25.1.22

E McKenzie
Clerk to the Committee
25th January 2022