



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 March 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).

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 1st February 2022.
6. Actions arising from the minutes of the meeting of 1st February 2022 - *for information only*
7. Report from RFO - Paper from Senior Admin Assistant - *for information only*
8. 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.
9. Capital Control Report - *for information only*
10. Annual Review of Earmarked Reserves – Paper from the Chairman & Executive Officer – *for consideration*
11. Annual Review of Financial Regulations – Paper from the Chairman & Executive Officer – *for consideration*
12. Annual Review of Financial Risk Assessment - Paper from the Chairman & Executive Officer – *for consideration*
13. Licence and Lease Rate Increase 2022-23 – Paper from Senior Admin Assistant - *for consideration*
14. Additional Administrative Charges – Paper from Senior Admin Assistant - *for consideration*
15. Staff Charges 2022-23 – Paper from the Chairman – *for consideration*
16. Grant Opportunities - Paper from Executive Officer - *for consideration*
17. Recommendations from the Halls & Grounds Committee - Paper from the Clerk to the Halls and Grounds Committee - *for consideration*:
 - i) Bowls Club Emergency Exit
18. Deed of Access – Update – Paper from the Executive Officer – *for consideration*
19. Policies Review – Update – Paper from the Executive Officer – *for information*
20. Electric Vehicle Charging Points – Report from Working Group – *for information*

21. Requests for future agenda items - *for information only*

22. Date of next meeting – 5th April 2022

23. 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.

24. Debtors List - *for consideration*

25. Mobile Dental Unit Agreement – Paper from Senior Admin Assistant – *for consideration*

26. Mobile Phone Contracts – Paper from Senior Admin Assistant - *for consideration*

27. Staffing Matters – Paper from Executive Officer – *for consideration*

i) Minutes of the Staffing Sub-Committee Meeting 15.2.22 with Actions and Recommendations Arising

E McKenzie
Clerk to the Committee
22nd February 2022