



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 5th July 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 7th June 2022.
6. Actions arising from the minutes of the meeting of 7th June 2022 - *for information only*
7. Report from RFO - *for information only*
8. Finance matters:
 - i) Payments Schedule – to approve payments.
 - ii) Bank Account Reconciliations Month 2 – *to note the review by the Chairman*
 - iii) Parish Council Financial Position Year to Date and Balance Sheet – *to note current position.*
9. Capital Control Report - *for information only*
10. Memorials Policy – Paper from the Executive Officer – *for consideration*
11. Procurement and Lease of Vehicles Policy – *for consideration*
12. Review of Process of Buying Good Locally – *for consideration*
13. Control of Contractors Policy – *for consideration*
14. Recording of Meeting – *for consideration*
15. Publication Scheme – Review – *for consideration*
16. Requests for future agenda items - *for information only*
17. Date of next meeting – 2nd August 2022
18. 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.

19. Debtors' List - *for consideration*

20. Staffing Matters – for consideration

- i) Request from West Hoe Cemetery Management Committee
- ii) Projects Administrator – Job Description and Advertisement

E McKenzie

Clerk to the Committee
28th June 2022