



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 September 2023 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 August 2023
6. Actions arising from the minutes of the meeting of 1st August 2023 - *for information only*
7. Report from Finance Manager - *for information only*
8. Finance matters:
 - i) Payments Schedule – *to approve payments.*
 - ii) Bank Account Reconciliations Month 4 – *to note the review by the Chairman*
 - iii) Parish Council Balance Sheet – *to note current position*
 - iv) Income and Expenditure Forecast - *to note current position*
 - v) Ear Marked Reserves – *to note current position*
9. Capital Control Report - *for information only*
10. Appointment of Internal Auditor for 2023/24 – *for consideration*
11. Reserves Policy – *for consideration*
12. Updated Asset Register – *for approval*
13. Commercial Motor Insurance Policy – *for ratification*
14. Parish Council Budget Setting 2024/25 - *for consideration*
15. Requests for future agenda items - *for information only*
16. Date of next meeting – 3rd October 2023
17. 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.



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18. Debtors' List - *for consideration*
19. Annual Hedging Works – Recommendation from the Halls and Grounds Committee – *for approval*
20. Community Asset – Update – *for consideration*
21. Cricket Club Lease – *for consideration*
22. Bishop's Meadow Open Space Land Transfer – Update – *for consideration*
23. Staffing Matters – Update to Job Description – *for consideration*

E McKenzie
Clerk to the Committee
29th August 2023