



**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 7<sup>th</sup> November 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 3<sup>rd</sup> October 2023
6. Actions arising from the minutes of the meeting of 3<sup>rd</sup> October 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 6 – *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. Parish Council Financial Resilience – Paper from the Committee Chairman – *for consideration*
11. CIL Funding & Ear Marked Reserves Review – Prioritisation of Projects – *for consideration*
12. Draft FP&R Budget Setting 2024-25 – *for consideration*
13. Budget and Precept Funding Request – West Hoe Cemetery Management Committee – *for consideration*
14. Re-investment of Funds – *for approval*
15. Bank Mandate Amendments – *for approval*
16. Council Changing Banking Arrangements – *for approval*
17. Council Insurance 2023-24 – *for approval*
18. St Peter's Parochial Church Council Annual Request for Funding – Meeting Notes – *for consideration*
19. Recommendations from the Community and Environment Committee – Grant Awards – *for approval*
20. Requests for future agenda items - *for information only*
21. Date of next meeting – 5<sup>th</sup> December 2023



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22. 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.**

23. Debtors' List - *for consideration*

24. Health and Safety Policy – Quotation Acceptance – *for approval*

25. Staffing Matters

- i) Staffing Sub-Committee Meeting 23-10-23 – *for consideration*
- ii) Staff Remuneration 2024-25 – *for approval*
- iii) Training Qualification – Quotation – *for consideration*

26. Facilities Review – Update – *for consideration*

27. Recommendations from Halls And Grounds Committee

- i) Oak Road tree works – Quotation – *for approval*
- ii) Southern Shared Pathway – Quotations for Section 3 – *for consideration*
- iii) Montague Road – Land Purchase Request – *for information*

28. Correspondence – Men's Shed – Request for Use of Parish Council Land – *for consideration*

*E McKenzie*  
Clerk to the Committee  
31<sup>st</sup> October 2023