

Finance Committee Meeting 4th February 2021



AGENDA

To all members of the Finance Committee of Speen Parish Council

You are duly summoned to attend the Finance Committee of Speen Parish Council to be held on Thursday 4th February 2021 starting at 7pm at:

<https://zoom.us/j/96253605224?pwd=RVlXU2REZXNnYlgrYk9GeTJzMOJKdz09>

Meeting ID: 962 5360 5224 Passcode: 330546

This meeting will be held online in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panels Meetings) (England and Wales) Regulations 2020 (“the Regulations”).

This meeting will be open to the press and public and will consider the items set out below.

Jean Lindsell, Clerk (29th January 2021 dated)

Open session

Parishioners are invited to attend and question the Parish Council on issues in this agenda, or raise issues for future consideration at the discretion of the Chairman. Fifteen minutes have been set aside for press and public questions at the start of the meeting. The council will endeavour to answer any question put to it but may have to respond to the questioner at a later date or consider placing the matter on the agenda for the next meeting. After this Open Session, members of the press and public may not take part in the Parish Council meeting itself unless invited to do so by the Chair in accordance with Standing Orders.

1. **Apologies:** To receive apologies and to approve reasons for absence
2. **Declarations of interest:** To declare any financial, personal and/or prejudicial interests and their nature in relation to items on the agenda
3. **Open Session:** to receive any questions from Members of the Public in attendance
4. **Minutes** – to approve Minutes of the Finance Committee Meeting held on 18-12-20 (draft)
5. **2020/21 Budget Forecast to 31st March 2021** – to review report
6. **2021/22 Budget Categories** – to discuss whether the Committee wishes to see Clerk’s salary breakdown i.e. salary, employers NIC and employers pension contribution
7. **Finance Reporting** – to discuss review of finance reports in preparation for 2021/22
8. **Reserves Bank Account** – update from Clerk
9. **Appointment of Internal Auditor**
Proposal: To recommend the appointment of David Weller as Internal Auditor for 2020/21 to Full Council for approval
10. **Policies** – to agree the following policies be reviewed by the Finance Committee in accordance with the Committee Terms of Reference for recommendation to Full Council for approval
 - Financial Regulations
 - Financial Risk Assessment
 - Reserves Policy
11. **Correspondence: To receive & consider correspondence (all relevant correspondence is circulated electronically on receipt and where possible dealt with by the Clerk)**
12. **Matters for consideration and information arising after the preparation of this Agenda, which the Chairman agrees to take as urgent: (all Councillors)**
13. **Date of Next Meeting: TBC**

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14. Exclusion of the Press and Public

To Resolve: That in view of the confidential nature of the business to be transacted and in the public interest the Press and Public be excluded for Agenda Item 15 under Section 1 of the Public Bodies (Admission to Meetings) Act 1960

PART II

15. Speen Recreation Ground

Proposal: To recommend renewal of hire agreement of Speen Recreation Ground for 2021/22 to Full Council for approval

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