

WARBLETON PARISH COUNCIL

To all Members of the FINANCE and GENERAL PURPOSES MEETING

You are summoned to attend a meeting on
TUESDAY 6th SEPTEMBER 2022 AT 6.30pm at Bodle Street Green Village Hall



Jackie Cottrell
Parish Clerk
31st August 2022

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**
3. **ELECTION OF FINANCE AND GENERAL PURPOSES COMMITTEE CHAIRMAN – resolution required**
4. **ELECTION OF FINANCE AND GENERAL PURPOSES COMMITTEE VICE-CHAIRMAN – resolution required**
5. **MINUTES – Resolution 5.1**
 - 5.1. To agree the minutes of the Finance & General Purposes Committee meeting held on 12th April 2022.
 - 5.2. Matters arising from the minutes not covered on the agenda.
6. **PUBLIC PARTICIPATION**
 - 6.1. Up to fifteen minutes will be available for the public to make representations, answer questions or give evidence in respect of any items of business included in the agenda.
7. **FINANCE AND BUDGET 2022/23 (Resolution required - 7.3, 7.6.)**
 - 7.1. To receive and note the monthly bank reconciliation for July and August 2022
 - 7.2. To receive the monthly budget monitor for July and August 2022 and discuss expenditure vs budget for 2022/23
 - 7.3. To note the proposed claim for VAT refund for 2021/22
 - 7.4. To review and recommend any changes to insurance cover and consider whether to extend renewal for 1, 3 and 5 years.
 - 7.5. To review the current level of reserves
 - 7.6. To recommend to Council that Keith Robertson be appointed as Internal Auditor for 2022/23
 - 7.7. To note and discuss response from external auditor to 2021/22 AGAR 3 return
 - 7.8. To consider and recommend to Council whether to continue to opt in to the SAAA central auditor appointment

8. BUDGET STRATEGY FOR 2023/24 (Resolutions required - 8.1, 8.2)

- 8.1 To discuss the approach to 2023/24 budget and make recommendations to Council.
- 8.2 To agree dates for Grant applications to be received for review - 13th September to 15th November 2022.
- 8.3 To note the grant application form for 2022/23

9. GOVERNANCE

- 9.1. To note return to Pension Regulator
- 9.2. Data Protection – to receive an update on development of a data protection policy
- 9.3. To note CIL Monitoring Return 2021/22

10. URGENT MATTERS AT DISCRETION OF CHAIRMAN FOR NOTING AND/OR INCLUSION ON A FUTURE AGENDA

11. DATE OF NEXT MEETING – Tuesday 29th November 2022

12. EXCLUSION OF PRESS AND PUBLIC (resolution 12.1)

- 12.1 To consider whether to exclude the Press and Public from the meeting during consideration of the following items pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by reasons of the confidential nature of the business to be transacted

13. STAFF MATTERS (RESOLUTION 13.1)

- 13.1 To review the remuneration and contracted hours of the Parish Clerk and make, as appropriate, any recommendation to Council