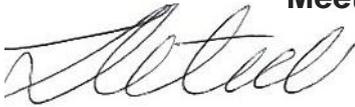


WARBLETON PARISH COUNCIL

**To all Members of the FINANCE and GENERAL PURPOSES MEETING**

You are summoned to attend a virtual meeting on **WEDNESDAY 7<sup>TH</sup> APRIL 2021 AT 6.30pm** via zoom video conferencing

**Meeting ID: 850 9414 4283 Password: 873770**



**Jackie Cottrell  
Parish Clerk  
26<sup>TH</sup> MARCH 2021**

**AGENDA**

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST**
- 3. MINUTES (Resolution)**
  - 3.1. To agree the minutes of the Finance & General Purposes Committee meeting held on 5<sup>th</sup> January 2021.
  - 3.2. Matters arising from the minutes not covered on the agenda.
- 4. PUBLIC PARTICIPATION**
  - 4.1. 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.
- 5. FINANCE 2020/21 (Resolution required 5.1,5.3,5.4,5.5,5.6)**
  - 5.1 To review and recommend to the Parish Council the 2020/21 end of year accounts.
  - 5.2 To note an amendment to the July-September 2020 quarterly bank reconciliation.
  - 5.3 To review and recommend to the Parish Council the end of year 2020/21 bank reconciliation.
  - 5.4 To review and agree the end of year position regarding Reserves and Earmarked Funds.
  - 5.5 To review the bank mandate and agree no changes are made.
  - 5.6 To agree the valuations on the Asset Register
  - 5.7 To note the actions taken since the last Internal Audit and to note comments on the External Audit for 2019/20
  - 5.8 To note the documentation to be submitted to the Internal Auditor.
  - 5.9 To have an initial discussion about the 2020/21 Annual Governance and Accountability Return.
- 6. GOVERNANCE (Resolution required 6.1,6.2)**
  - 6.1 To review and recommend to the Parish Council changes to the Financial Regulations
  - 6.2 To review and recommend to the Parish Council changes to the Standing Orders
- 7. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING and/or INCLUSION ON A FUTURE AGENDA**
- 8. EXCLUSION OF PRESS AND PUBLIC**

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

- 9. STAFF MATTERS (Resolution required 10.1,10.2)**
  - 10.1 To agree annual appraisal for Parish Clerk/RFO
  - 10.2 To agree objectives for parish Clerk/RFO for 2021/22
  
- 10. DATE OF NEXT MEETING**