

## WARBLETON PARISH COUNCIL

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

You are summoned to attend a meeting at the BODLE STREET GREEN VILLAGE HALL on  
THURSDAY 9<sup>TH</sup> SEPTEMBER 2021 at 7pm



Jackie Cottrell  
Parish Clerk  
2<sup>nd</sup> September 2021

### AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**
3. **MINUTES**
  - 3.1. Minutes of the Finance & General Purposes Committee meeting held on 7<sup>th</sup> April 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. **GRANTS (Resolution required 5.1, 5.2, 5.3)**
  - 5.1 To review the usage of village halls for Parish Council business and to approve grants for the first 6 months of 2021/22
  - 5.2 To consider any change to the process for grants for use of village halls in 2022/23
  - 5.3 To consider and approve changes to the application process for grants for 2022/23
6. **FINANCE AND BUDGET 2021/22 (Resolution required 6.3)**
  - 6.1 To receive and note monthly bank reconciliation for August 2021
  - 6.2 To receive the monthly budget monitor and discuss expenditure vs budget in 2021/22
  - 6.3 To review and recommend changes to insurance cover and consider insurance renewal quotation
  - 6.4 To review the current level of reserves
  - 6.5 To provide an update on the application for VAT refunds
7. **BUDGET STRATEGY FOR 2022/23 (Resolution required 7.1, 7.2)**
  - 7.1 To discuss approach to 2022/23 budget and make recommendations to Council
  - 7.2 To consider and recommend to Council whether to move to a longer-term budget planning process
8. **RISK REGISTER (Resolution required 8.1)**
  - 8.1 To review the Risk Register and agree any actions or changes.
9. **REVIEW OF INTERNAL PROCEDURES (Resolution required 9.1, 9.2,)**
  - 9.1. To review the Code of Conduct and consider the need for an internal resolution policy
  - 9.2 To agree to introduce a policy and procedures for data protection
10. **APPOINTMENT OF INTERNAL AUDITOR FOR THE FINANCIAL YEAR 2021/22**
  - 10.0. To agree and recommend to Council an Internal Auditor for 2021/22
11. **CONSULTATION RESPONSES**
  - 11.1 To agree to give delegated authority to the Parish Clerk, in consultation with the Chairman of FGP to respond, as appropriate, to consultation requests including:
    - National call for resilience

- Bus services in East Sussex
- Sustainability Settlement Strategy

**12. NEW COUNCILLOR INDUCTION**

12.1 To note the arrangements for induction of a new parish councillor

**13. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING and/or INCLUSION ON A FUTURE AGENDA**

**14. DATE OF NEXT MEETING**

Provisionally – Thursday 25<sup>th</sup> November 2021