

WARBLETON PARISH COUNCIL

To all Members of the FINANCE and GENERAL PURPOSES MEETING

You are summoned to attend a virtual meeting on **MONDAY 12TH OCTOBER 2020 AT 6.30pm**
via zoom video conferencing

Meeting ID: 871 7525 3955 Password: 463955



Jackie Cottrell
Parish Clerk
2nd October 2020

AGENDA

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST**
- 3. MINUTES**
 - 3.1. Minutes of the Finance & General Purposes Committee meeting held on 14th July 2020
 - 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. AUDIT REPORT**
 - 5.1. To review and consider the actions taken as a result of the Internal Auditor report
 - 5.2. To receive an update on the timetable for the external audit
- 6. RISK REGISTER (Resolution required 6.1)**
 - 6.1 To review the draft Risk Register and provide a recommendation to the Full Council
- 7. GRANT POLICY (Resolution required 7.1)**
 - 7.1 To consider and approve changes to the application process for Grants
- 8. BUDGET STRATEGY FOR 2021/22 (Resolution required 8.1)**
 - 8.1 To discuss position paper on approach to 2021/22 budget and recommend to the Full Council
- 9. FINANCE 2020/21 (Resolution required 9.3)**
 - 9.1 To receive and note monthly bank reconciliations
 - 9.2 To receive and note monthly Budget Monitors
 - 9.3 To receive and discuss a report from the Chairman of the Finance and GP Committee and review all future planned budget expenditure for 2020/21 and to make any recommendations to Full Council.
 - 9.4 To note the proposed application for VAT refund from 2019/20
- 10. INTERNET BANKING**
 - 10.1 Review of payment controls and to make any recommendations to Full Council

- 11. URGENT MATTERS AT THE DISCRETION OF THE CHAIRMAN FOR NOTING and/or INCLUSION ON A FUTURE AGENDA**
- 12. 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
- 13. PARISH CLERK CONTRACT (Resolution required 11.1)**
 - 12.1 To review and agree various policies and procedures relating to the contract of employment for the Parish Clerk
- 14. DATE OF NEXT MEETING**