

BEARSTED PARISH COUNCIL

www.bearstedparishcouncil.gov.uk

Madginford Hall, Egremont Road, Bearsted, Maidstone. Kent ME15 8LH
Telephone: 01622 630165 Email: clerk@bearstedparishcouncil.gov.uk

Clerk Mrs Sarah Lewis

A G E N D A

All members are hereby summoned to a meeting of the **Finance and General Policy Committee on Wednesday 6th September, 2017 at Madginford Hall, Egremont Road, Bearsted commencing at 7.30pm** when it is proposed to transact the following business:

REPORTS FROM MEMBERS OF THE PUBLIC

This is a concessionary short session and will be limited to 15 minutes. Three minutes per person will be allowed and only if time permits will further comments be heard. This is a for information session only and no action can be taken upon those items raised

1. **Apologies and absences.**
To receive and accept apologies for absence.
2. **Declaration of Interest, Dispensations or Lobbying.**
Members are required to declare any interests, dispensations, predetermination or lobbying on items on this agenda. Members are reminded that changes to the Register of Interests should be notified to the Clerk.
3. **Minutes of the last Finance and General Policy meeting.**
To consider the minutes of the last meeting of 2nd August, 2017 and if in order to sign as a true and correct record.
4. **Matters arising from the last minutes.**
Update on all action points carried over
5. **Financial matters**
Cheques and Finance approval from other committees
Income and Expenditure
Bank accounts
6. **Ratification of temporary 'Market on the Green' administrator.**
7. **Madginford Hall**
Any further updates.
8. **BT additional charge for use OneDrive for admin team.**
9. **Finance Conference costs for Admin Team to be agreed.**
To agree costs of £60 (net) each for both the Clerk and Assistant.
10. **KCC managed HR support.**
11. **Correspondence**
12. **Downs Mail.**
To decide what issues, if any, the committee would like highlighted on the upcoming Down's Mail page for Bearsted Parish Council.

13. **Land acquisition training for Clerk.**
14. **Matters for discussion**
15. **Future agenda items**
16. **Date of next meeting**
4th October, 2017 at Madginford Hall at 7.30pm



Clerk to the Council
31st August, 2017

Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk.