

BEARSTED PARISH COUNCIL

www.bearstedparishcouncil.gov.uk

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

A G E N D A

To All members of the Council, Press and Public

Members are hereby summoned and notice is given that a **Meeting of the Finance Committee** will be held on Tuesday 24th April, 2018 at Madginford Hall, Egremont Road, Bearsted commencing at 7.30 p.m.

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. **Declarations of intention to record**
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. Details of our full recording policy can be found on our website.
2. **Apologies for absence.**
3. **Declaration of Interests, Dispensations, Predetermination or Lobbying**
4. **Election of a Vice Chairman to the Committee**
5. **To resolve to go into closed session during item 16 and to exclude the press and to consider HR matters. (*Admissions to Meetings*) Act 1960, Standing Order 10 (xi).**
6. **Minutes of the last meeting.**
7. **Matters arising from the last minutes and action points.**
8. **Finance**
 - a) Resolution to authorise payments
 - b) Income and Expenditure Reports
 - c) Expenditure against Budget Report
 - d) Balances of accounts
 - e) Grants and Donations requests: Classic Cars on The Green
 - f) Audit preparation
 - g) GDPR Audit preparation
 - h) Budget approval following rounding of figures
 - i) Cost of hall hire for Dementia Friendly sessions
9. **Adoption of Privacy Policy**

- 10. Update Standing Orders in line with new Model from NALC**
- 11. Mission Statement and Action List**
- 12. Correspondence**
- 13. Future Agenda items**
- 14. Downs Mail**
To agree on items to highlight in the Bearsted Parish Council sponsored page in the forthcoming edition.
- 15. Details of next Meeting**
- 16. Closed Session: HR matters**

Signed:

A handwritten signature in blue ink, appearing to be 'S. Lewis', written over a light blue grid background.

**Sarah Lewis,
Clerk to Bearsted Parish Council.**

18th April, 2018