

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 3rd July, 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. **Minutes of the last meeting.**
5. **Matters arising from the last minutes and action points.**
6. **To agree to go to closed session at item 14 and to exclude the press and public to consider recruitment matters. (*Admissions to Meetings*) Act 1960, *Standing Order 10 (xi)*.**
7. **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
 - f) Update on National Lottery underspend
 - g) Rialtas Business Solutions quote for new finance package
 - h) Resolution to include recent additional bank authorisations.
 - i) Dates for salary approvals and list of Councillors who will authorise
 - j) Charges for BACS account with Unity Trust Bank
8. **Policy revision and adoption**
To include:
 - Adoption of new Financial Regulations

- Adoption of new Standing Orders
- Review of Retention Policy
- Adoption of Privacy Statement

9. Parish Council Rates

Update on rebate.

10. Correspondence

11. Future Agenda items

12. Downs Mail

To agree on items to highlight in the Bearsted Parish Council sponsored page in the forthcoming edition.

13. Details of next Meeting

14. Closed Session: Market Manager

Signed:



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

25th June, 2018