

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 28th May, 2019 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. **To resolve to go into closed session and to exclude the press and public at item 15 (Admissions to Meetings) Act 1960 in accordance with standing order 10 (xi) for consideration of HR matters.**
5. **Signing of minutes**
6. **Matters arising from the last minutes and action points.**
7. **Finance**
 - a) Resolution to authorise payments
 - b) Finance reports
 - c) Balances of accounts
 - d) Multi-card expenditure
 - e) Grants and Donations requests:
8. **Policies for approval**
(Full list to be advised prior to the meeting – currently under Clerk’s review as part of audit preparation).
 - Complaints Policy
 - Equal Opportunities Policy
 - Community Engagement Policy

- Tree Management Policy
- Maternity Policy
- Councillor Co-option Procedure
- Inclusions and Exemptions for Publishing Data Policy
- Complaints Policy
- Publication Scheme Policy

9. **Payroo Direct Debit**
10. **Payments during July- August**
11. **Summer Playscheme 2019**
12. **Market on the Green**
12. **Update on VAT recommendations**
13. **Update on 2018-2019 Audit**
14. **Additional HR costs**
15. **Cost for seeking professional advice from KALC**
15. **Future Agenda items**
16. **Proposed date of next Meeting being 25th June, 2019**

17. **Closed session: HR matters**

Signed:



**Erin Sugden,
Assistant Clerk to Bearsted Parish Council.**

22nd May , 2019