



A G E N D A

To all members of the Council, Press and Public

Members are hereby summoned and notice is given that the **MEETING OF THE FINANCE AND GENERAL POLICY COMMITTEE** will be held at Madginford Hall, Egremont Road, Bearsted on Tuesday 4th February, 2020 when it is proposed to transact the following business

Reports from members of the public

This is a concessionary short session before the meeting commences 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 (15 mins)

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 and absences**
Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.
3. **Declaration of Interests, Dispensations, Predetermination or Lobbying**
To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers. To consider any Dispensation requests received by the Parish Clerk and not previously considered.
4. **To resolve to go into closed session and to exclude the press and public at item 16 (Admissions to Meetings) Act 1960 in accordance with standing order 10 (xi) for consideration of HR matters.**
5. **Signing of the Minutes of the last meeting**
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) Corporate card expenditure
 - e) Grants and Donations requests
 - i) Involve Kent
 - ii) Bearsted Patient Participation Group
 - iii) Heart of Kent Hospice

- 8. Parish Service Scheme**
- 9. Policies for updating**
 - a) Disciplinary Procedure
 - b) Capability Procedure
 - c) Equal Opportunity Policy
- 10. Unity Trust Bank**
- 11. Investment Strategy**
- 12. GDPR**
- 13. Rosemary Road**
- 14. Future Agenda items**
- 15. Proposed date of next meeting being 3rd March, 2020**
- 16. Closed Session**
HR Matters

Signed:



Erin Sugden
Acting Clerk to Bearsted Parish Council.
29th January, 2020

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