



## 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 POLICY COMMITTEE** will be held at Madginford Hall, Egremont Road on Tuesday 7<sup>th</sup> February 2023 at 7.30pm 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 meetings, 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 elect a new committee Chairperson**

### **5. To elect a new committee Vice Chairperson**

### **6. Finance** (Accounts and Audit Regulation 2011/817)

- a) To consider payments to authorise.
- b) To consider finance reports.
- c) To consider balances of accounts.
- d) Grants and Donations requests.
  - i. Bearsted CAN
  - ii. Madginford School, Food Bank

### **7. Review policies for updating** (LGA 1972 s.111)

- a) Scheme of Delegation
- b) Lone Worker Policy
- c) Paternity Pay & Leave
- d) Accessibility Statement
- e) Civility and Respect Model councillor and officer protocol

**8. Post Installation Inspection Cost**

To consider the quote for a post installation inspection of the new play equipment being installed at the BWT. This was not requested and therefore not included in the agreed price.

**9. Section 85 Local Government Act 1972**

To implement a BPC policy to clearly state the procedure the Council and Proper Officer must follow for all Councillors.

**10. Confidentially and appropriate Councillor conduct**

To review Email Etiquette policy and include instruction regarding use of email disclaimer on all BPC emails.

**11. BPC statements to the Press/Media**

To consider BPC previous arrangement that no one individual Councillor should provide information or statements to the Press.

**12. Committees**

To discuss options to potentially streamline the number of committees.

**13. Future Agenda items**

**14. Proposed date of the next meeting being 4<sup>th</sup> April 2023.**

Signed:



**Joanne Upton**

**Administrator to Bearsted Parish Council.**

1<sup>st</sup> February 2023

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