



## 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 5<sup>th</sup> September 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 or the Administrator prior to the meeting.

#### **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. Signing of the Minutes of the last meeting**

- a) Minutes from 4<sup>th</sup> April 2023
- b) Minutes from the 6<sup>th</sup> June 2023

#### **7. Clerks Report**

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

- a) To consider the budget for s137 spending for 2023.
- b) Cost to repair damaged bollards on the Green.

#### **9. Policies**

- a) Financial Regulations to include Procurement Policy.
- b) Confidential Disclosure Policy
- c) Scheme of Delegation
- d) Environmental & Sustainability Policy
- e) Civility & Respect Model Councillor & Officer Protocol

**10. Bank Accounts**

To consider current bank accounts and alternatives.

**11. Review of Leases**

- a) Cricket Club
- b) Tennis Club: to consider a request to amend the constitution.
- c) Scouts
- d) Girl Guides
- e) Bowles Club
- f) Office Lease

**12. Office Extension**

To discuss project to extend the Parish office.

**13. Copies of Correspondence to Parish Office**

To discuss and identify the process for important correspondence to be sent and stored at the Parish office.

**14. Future Agenda items**

**15. Proposed date of the next meeting being 7<sup>th</sup> November 2023.**

Signed:



**Joanne Upton**  
**Acting Clerk to Bearsted Parish Council.**  
30<sup>th</sup> August 2023

Tel: 01622 630165

Email: [office@bearstedparishcouncil.gov.uk](mailto:office@bearstedparishcouncil.gov.uk)

Parish Council Office, Madginford Hall, Egremont Road, Bearsted, ME15 8LH

Supporting papers can be requested from the Parish Office.