



## 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 on Tuesday 9<sup>th</sup> January 2024 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 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. 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) Land Purchase**

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

Minutes from 7<sup>th</sup> November 2023

#### **8. Clerks Report**

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

- a) Grants and Donations.
- b) Ratify payments:
  - i. Allotment Insurance with Chris Knott Insurance.
  - ii. Cost to replace shed.
- c) To consider quotations:
  - i. Waring costs to recover the Green.

- ii. National Allotment Society membership renewal.
- d) To consider payments to authorise.
- e) To consider finance reports.
- f) To consider balances of accounts.
- g) To consider the Precept for 2024-25

**10. Policies**

- a) Financial Regulations.
- b) Complaints Policy.
- c) Record Management.
- d) Debit Card Policy.
- e) Councillor Co-option Policy.
- f) Resilience Plan.
- g) Strategy for Investment.
- h) Reserves Policy.
- i) Privacy Statement.
- j) Mission Statement.

**11. Review of Leases**

To consider the report from Outset.

**12. Review of Policies**

To consider an external company to review all policies.

**13. Bank Accounts**

To consider current bank accounts and alternatives.

**14. Office Extension**

To consider quotes for drawings and agree next steps.

**15. Future Agenda items**

**16. Proposed date of the next meeting being 5<sup>th</sup> March 2024.**

Signed:



**Joanne Upton**  
**Clerk to Bearsted Parish Council.**  
3<sup>rd</sup> January 2024

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Supporting papers can be requested from the Parish Office.