

Batheaston Parish Council

**Agenda for a public meeting of the Finance Committee
at 7:30pm on Tuesday 18th August 2020**

This meeting will be held online, using Zoom at zoom.us/join, or by dialling one of: 0203 481 5240, 0131 460 1196, 0203 051 2874, or 0203 481 5237.

The meeting Id is 875 4534 2091

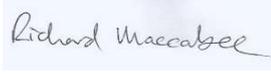
Agenda and Notice of Meeting

- 1. Public Participation.**
- 2. To receive** apologies for absence.
- 3. To receive** any declarations of interest from Councillors.
- 4. To approve** the minutes of the Finance Committee meeting held on 29th June 2020 (Clerk, A)
- 5. Annual Audit**
 - 5.1. To approve** an Action Plan to address issues identified in the Internal Audit (Cllr Gregory/Clerk, A)
 - 5.2. To review** a draft plan to update Financial Policies and Procedures during 2020/21 (Cllr Gregory, A)
- 6. Budget update**
 - 6.1. To review** the currently known and expected variances to budget, determine implications for council and village, and **to agree** any recommendations to Council (Cllr Gregory)
- 7. Matters of Financial Administration for Approval**
 - 7.1. Monthly transactions**
 - 7.1.1. **To approve** transactions undertaken in June 2020 (Clerk, A)
 - 7.1.2. **To approve** transactions undertaken in July 2020 (Clerk, A)
 - 7.1.3. **To approve** the Bank Reconciliation to July 2020 (Clerk, A)
 - 7.2. To approve** payments of Clerk's Pay increment and Pension contributions as identified in his contract of employment (Clerk/Cllr Gregory, A)
 - 7.3. To approve** the application for a Corporate Credit Card for small transactions (Clerk, A)
- 8. Community Matters and Grants**
 - 8.1. To receive** an update on discussions with the **Batheaston Leisure Association** regarding matters of common interest (Cllr Gregory)
 - 8.2. To approve** a contribution to the **Batheaston New Village Hall Trust**, as previously committed by the Council (Cllr Gregory)
 - 8.3. To approve** a recommendation to Council regarding a proposal to contribute to the cost of an additional River Rescue Point at the Toll Bridge. (Cllr Gregory)

- 8.4. **To review** progress in submitting a **Public Works Loan** for funding of developments to Village Amenities. (Cllr Vandesteen)
- 8.5. **To review** progress in preparing options for substantial works to **the Elmhurst Playground** to secure the section 106 funding of £18,000 before it lapses in January 2022 (Clerk).
- 8.6. **To receive** an update from the Clerk regarding **maintenance of streetlights** (Clerk)
- 8.7. **To discuss** ways of **presenting financial information and decisions** by council in a form and format that allows residents to engage (Clerk)

9. Update on Financial Processes

- 9.1. **To receive** an update on the status of the implementation of the new Finance System and associated actions to manage the transfer to the new system (Clerk)
- 9.2. **To receive** an update on the submission of a claim for repayment of VAT in 2017/18 and 2018/19 (Clerk)

Signed: - 

Parish Clerk

Date issued: 13th August 2020