

Batheaston Parish Council

**Agenda for a public meeting of the Finance Committee
at 7:15pm on Tuesday 20th October 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 895 3265 2387

Agenda and Notice of Meeting

- 1. Public Participation.**
- 2. To receive** apologies for absence.
- 3. To receive** any declarations of interest from Councillors.
- 4. Minutes of previous meetings**
 - 4.1.** To approve the minutes of the Finance Committee meeting held on **18th August 2020**
(Clerk, A)
 - 4.2.** To approve the minutes of the Finance Committee meeting held on **22nd September 2020**
(Clerk, A)
- 5. Community Matters**
 - 5.1. To receive** an oral report on proposals to register land owned by the Parish Council
(Cllr Gregory)
- 6. Matters of Financial Administration for Approval**
 - 6.1. Monthly transactions (Clerk, A)**
 - 6.1.1. To approve** transactions undertaken in September 2020
 - 6.1.2. To approve** the Bank Reconciliation to September 2020
- 7. Half-year Budget Review 2020/21 (Cllr Gregory, A)**
 - 7.1. To receive** a report on the status of Council finances as at the end of September, and the implications for the budget
 - 7.2. To determine** actions arising.
- 8. Procedural Items**
 - 8.1. To resolve** to submit the revised the Financial Regulations to Council for approval (Cllr Gregory, A)
- 9. Preparation for Budget 2021/22**
 - 9.1. To approve** a plan to develop the budget and to set the Precept for 2021/22 (Cllr Gregory, A)

10. Clerk's report

10.1. To receive a report from the Clerk, to include the following items. (Clerk, A)

10.1.1. To approve the renewal of the Council's Insurance Policy

10.1.2. To approve a proposal to contract the Internal Auditor, Mrs Bridget Bowen, to undertake the Internal Audit for the current year, in April 2021.

10.1.3. To receive an update on progress to implement the new business system

10.2. To note the status of Actions from previous meetings (Clerk, A)

10.3. To note the current status of the Audit Action Plan (Clerk, A)

Signed: - 

Parish Clerk

Date issued: 15th October 2020