



Hartlebury Parish Council

Clerk to the Council – L Cleaver
Email: hartlebury.clerk@gmail.com
Website: Hartlebury.org.uk
Please visit our NEW Facebook page.

Finance Committee Meeting to be held at the New Elizabethan School, Quarry Bank, Hartlebury, DY11 7TE. Tuesday 7th June 2022 commencing at 7.30pm

AGENDA

Please note that photographing, recording, broadcasting or transmitting the proceedings of this meeting is permitted in compliance with the Openness of Local Government Bodies Regulations 2014. Those who attend should expect that they may be filmed, recorded, photographed or otherwise reported about.

1. ELECTION OF CHAIRMAN

2. APOLOGIES.

To receive any apologies.

3. DECLARATIONS OF INTEREST.

Councillors are reminded:-

- a) Of the need to update their register of Interests form.
- b) To declare any Disclosable Pecuniary Interests (DPI) in agenda items and their nature.
- c) To declare any Other Disclosable Interests (ODI) in items on the agenda and their nature. Councillors, who have declared a DPI or an ODI which falls within the terms of paragraphs 9 and 11 of the Code of Conduct, must leave the "virtual "meeting room for the relevant items unless granted a dispensation.

4. DISPENSATIONS.

To consider any written requests from Parish Councillors.

Dispensation (as required via Localism Act 2011 s33) are to be emailed to the Clerk at start of the meeting.

5. MINUTES OF PREVIOUS MEETING.

To **approve** the minutes of the last meetings Tuesday 1st March 2022.

6. BUDGET v ACTUAL 2022/23

- a) Review to 1st May 2022

7. BUDGET 2022-23

- a) To consider any changes

8. BANK RECONCILIATION

- a) To review the position 1st May 2022.

9. TO CONSIDER PAYMENTS FOR APPROVAL: -

- a) Clerks Expenses £114.31 as circulated
- b) Clerks Salary £1339.46 April 2022
- b) Nest Pension Refund to the Clerk as paid from her own account £286.14

10. FUTURE BUDGETS - 2023/24

- a) For consideration and comments

11. FINANCE COMMITTEE TERMS OF REFERENCE

- a) To review by all with any change consideration.

12. INTERNAL AUDIT RECOMMENDATIONS

- a) To review the internal auditors recommendations.

13. MODEL COUNCILLOR CODE OF CONDUCT 2022

- a) To consider the adoption of the Local Government Association model Councillor Code of Conduct 2022.

14. FACEBOOK POLICY

- a) To review the above policy and consider any changes

15. EVENTS UPDATE

- a) To receive an update with regards funding of the events to date.

16. DONATIONS/PLAYINGFIELDS & NOTICEBOARDS

- a). To review the current list and to consider any changes.

17. COUNCIL DEBIT/CREDIT CARD

- a) To consider a debit card to avoid the use of the Clerks personal card as not good practice thus ensuring VAT to be correctly recovered.

18. ANY OTHER MATTERS FOR URGENT CONSIDERATION.

19. ITEMS FOR FUTURE AGENDAS

20. Date of next meeting, Tuesday 2nd August 2022