

BURGHFIELD PARISH COUNCIL

Clerk: Mrs Cally Morris

Burghfield Parish Council, PO Box 7381, Reading RG1 9XP

Tel: 0118 983 1748 Email: clerk@burghfieldparishcouncil.gov.uk

NOTICE OF MEETING

You are summoned to attend a meeting of the **Governance & Finance Committee**. The meeting will be held on **Thursday 25 June 2020 at 6.30pm** virtually for the transaction of business set out in the Agenda below.

This meeting will be held in a virtual format in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panels Meetings) (England and Wales) Regulations 2020 ("the Regulations").

Date: Thursday 25 June 2020

Time: 6.30pm

Place: **Virtually via Zoom** (Please contact the Clerk to register your interest)

1.06 Apologies for Absence

To report, approve and record apologies for absence (and the reasons) from members of the Parish Council

2.06 Declaration of any personal or financial interests

In accordance with the requirements of the process for dealing with member's standards matters, to disclose and declare all personal or financial interests including those of a partner/spouse on any Agenda item (as recorded in the Register of Member's Financial and Other Interests form).

3.06 Applications for Dispensations

To consider and grant any applications from members who may have a personal/financial interest in a specific matter under consideration.

4.06 Minutes of the last Meeting

To approve the Minutes of the last meeting of the Committee held on 21 May 2020

5.06 Clerks update

6.06 To deal with any items requiring URGENT attention

7.06 Accounts

- i) To consider requests for donations under section 137 of the Local Government Act 1972 received
- ii) To receive the budget comparison figures for the current financial year.
- iii) To receive the Statement of Accounts for the financial year ended 31st March 2020
- iv) To review reserves currently held by the council and determine any movements required.
- v) To receive an update in relation to the Savings Accounts held
- vi) To determine the annual rent for allotments for 2021/22

BURGHFIELD PARISH COUNCIL

Clerk: Mrs Cally Morris

Burghfield Parish Council, PO Box 7381, Reading RG1 9XP

Tel: 0118 983 1748 Email: clerk@burghfieldparishcouncil.gov.uk

8.06 Governance & compliance

- i) To receive a report from the Community Committee regarding the refurbishment of the village hall
- ii) To formulate the financial plan for the refurbishment of the village hall

9.06 Policies & Templates

- i) To receive an update following a review of policies held by the council for the ensuing municipal year

10.06 Administration: Burial Ground

- i) To receive an update & consider any administrative issues for the burial ground
- ii) To receive an update in relation to the maintenance for St. Mary's Churchyard

11.06 Matters for Future Discussion

12.06 Items for Information Only

13.06 EXCLUSION OF PRESS AND PUBLIC

To resolve, pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, that because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the following:

14.06 Staffing Committee

- i) To receive a report regarding the future operation of the Village Hall
- ii) To receive the recommendations presented by the Staffing Committee regarding the operation of the village hall

15.06 Close of meeting