

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 24th February 2022 at 7.00pm** for the transaction of business set out in the Agenda below.

Date: Thursday 2 December 2021 **Time:** 7.00pm

Place: West Wing Committee Room, Burghfield Village Hall

1.0222 Apologies for Absence

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

2.0222 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).

3.0222 Applications for Dispensations

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

4.0222 Minutes of the last Meeting

To approve the Minutes of the last meeting of the Committee held on 2 December 2021

5.0222 To deal with any items requiring URGENT attention

6.0222 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 confirm the arrangements for the financial year end 2021/2022
- iv) To undertake a review of current IT Service agreements
- v) To review the Burial Fees for the next financial year
- vi) To review the Football pitch fees for the next financial year

7.0222 Governance & compliance

- i) To give consideration to a Hire agreement template for parish owned property
- ii) To receive a progress report of items being pursued by the parish council solicitor

8.0222 Matters for Future Discussion

9.0222 Items for Information Only

10.0222 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:

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11.0222 Staffing Committee

- i) To determine any issues pertaining to HR matters upon the council requiring consideration by the staffing committee

Close of meeting