

BURGHFIELD PARISH COUNCIL

Clerk: Mrs Cally Morris

Burghfield Parish Council, PO Box 7381, Reading RG1 9XP
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NOTICE OF MEETING

You are summoned to attend a meeting of the **Governance & Finance Committee**. The meeting will be held on **Thursday 29th September 2022 at 6.30pm** for the transaction of business set out in the Agenda below.

Date: Thursday 29th September 2022 **Time:** 6.30pm
Place: West Wing Committee Room, Burghfield Village Hall

1.0922 Apologies for Absence

2.0922 Declaration of any personal or financial interests

3.0922 Applications for Dispensations

4.0922 Minutes of the last Meeting - To approve the Minutes of the meeting of the Committee held on 19 May 2022

5.0922 To deal with any items requiring URGENT attention

6.0922 Accounts

- i) To consider requests for donations received
- ii) To receive the budget comparison figures for the current financial year.
- iii) To receive an update in relation to the external audit and accounts for the year ended 31 March 2022
- iv) To give consideration to the SAA opt-out or opt-in appointment of external auditors for the next 5-year period
- v) To approve the budget allocation for the installation of CCTV at the Village Hall
- vi) To receive an update in relation to the service review of providers

7.0922 Governance & compliance

- i) To receive suggestions of potential projects requiring funding from committee chairman
- ii) To consider the specific projects for inclusion within the revenue and capital estimates for financial year 2023/24
- iii) To give consideration to the quotation from Worknest
- iv) To receive the updated documentation relating to Data Protection
- v) To confirm the annual GDPR training requirement for Cllrs

8.0922 Matters for Future Discussion

9.0922 Items for Information Only

10.0922 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:

11.0922 Staffing Committee

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

Close of meeting