

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 24 November 2022 at 6.30pm** for the transaction of business set out in the Agenda below.

Date: Thursday 24 November 2022 **Time:** 6.30pm
Place: West Wing Committee Room, Burghfield Village Hall

1.1122 Apologies for Absence

2.1122 Declaration of any personal or financial interests & Applications for Dispensations

3.1122 Minutes of the last Meeting - To approve the Minutes of the Committee meeting held on 20 October 2022

4.1122 To deal with any items requiring URGENT attention

5.1122 Accounts

- i) To consider requests for donations under section 137 of the Local Government Act 1972
- ii) To receive the budget comparison figures for the current financial year.
- iii) To approve the revenue and capital estimates for financial year commencing 1 April 2023
- iv) To recommend the precept to be requested from West Berkshire District Council 2023/2024
- v) To confirm any EMR movements required at year end

6.1122 Governance & compliance

- i) To undertake a review of policies requiring updating

7.1122 Matters for Future Discussion

8.1122 Items for Information Only

9.1122 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:

10.1122 Staffing Committee

- i) To determine any issues pertaining to HR matters upon the council requiring consideration
- ii) To receive an update following the recruitment of a Support & Communications officer

Close of meeting