

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 25th May 2023 at 6.30pm** for the transaction of business set out in the Agenda below.

Date: Thursday 25th May 2023 **Time:** 6.30pm
Place: West Wing Committee Room, Burghfield Village Hall

1.0523 Apologies for Absence

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

2.0523 Declaration of any personal or financial interests

3.0523 Applications for Dispensations

4.0523 Minutes of the last Meeting

To approve the Minutes of the last meeting of the Committee held on 27 April 2023

5.0523 To deal with any items requiring URGENT attention

6.0523 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 2023
- iv) To receive and approve the AGAR 2022/23 for presentation to the parish council
- v) To receive the final Audit report for 2022/23 and note any action points

7.0523 Governance & compliance

- i) To receive and approve the Risk Assessment and Management Schedule for 2023/24
- ii) To review the Standing Orders and confirm delegated authority
- ii) To give consideration to the review of the committee structure and associated responsibilities

8.0523 Matters for Future Discussion

9.0523 Items for Information Only

10.0523 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:

11.0223 Staffing Committee

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

Close of meeting