

# BURGHFIELD PARISH COUNCIL

Clerk: Mrs Cally Morris

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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 23<sup>rd</sup> November 2023 at 6.30pm** for the transaction of business set out in the Agenda below.

**Date:** Thursday 23 November 2023 **Time:** 6.30pm  
**Place:** West Wing Committee Room, Burghfield Village Hall

**1.1123 Apologies for Absence**

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

**2.1123 Declaration of any personal or financial interests**

**3.1123 Applications for Dispensations**

**4.1123 Minutes of the last Meeting**

To approve the Minutes of the last meeting of the Committee held on 26 October 2023

**5.1123 To deal with any items requiring URGENT attention**

**6.1123 Accounts**

- i) To consider requests for donations received
- 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 2024
- iv) To recommend the precept to be requested from West Berkshire District Council 2024/2025
- v) To give consideration to any areas of potential cost savings for financial year 2024/2025

**7.1123 Governance & compliance**

- i) To receive an update in relation to

**8.1123 Matters for Future Discussion**

**9.1123 Items for Information Only**

**10.1123 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:*

**11.1123 Staffing Committee**

- i) To receive an update on any HR matters upon the council requiring consideration

**Close of meeting**