

# 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 4 April 2024 at 7.00pm** for the transaction of business set out in the Agenda below.

**Date:** Thursday 4 April 2024 **Time:** 7.00pm

**Place:** West Wing Committee Room, Burghfield Village Hall

**1.0424 Apologies for Absence**

**2.0424 Declaration of any personal or financial interests & Applications for Dispensations**

**3.0424 Minutes of the last Meeting**

**4.0424 To deal with any items requiring URGENT attention**

**5.0424 Accounts**

- i) To give consideration to the requests for donations received
- ii) To give consideration to the format for awarding Grants for 2024/2025
- ii) To receive the budget comparison figures for the current financial year.
- iii) To receive the Bank Statements for 31 March 2024
- iv) To receive and approve the Direct Debit payments schedule for financial year 2024/2025
- v) To approve any payments awaiting authorisation

**6.0424 Governance & compliance**

- i) To review the Asset Register for financial year 2023/2024 prior to Year end
- ii) To receive the draft Fixed Asset Valuation policy
- iii) To review and approve the updated Publication Scheme

**7.0424 Matters for Future Discussion**

**8.0424 Items for Information Only**

**9.0424 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:*

**10.0424 Staffing Committee**

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

**Close of meeting**