

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 30 May 2024 at 7.00pm** for the transaction of business set out in the Agenda below.

Date: Thursday 30 May 2024

Time: 7.00pm

Place: West Wing Committee Room, Burghfield Village Hall

1.0524 Apologies for Absence

2.0524 Declaration of any personal or financial interests & Applications for Dispensations

3.0524 Minutes of the last Meeting

4.0524 To deal with any items requiring URGENT attention

5.0524 Accounts

- i) To receive the AGAR final certification from PKF for 2022/2023
- ii) To note the costs further to the AGAR 2022/2023 challenge
- iii) To receive the Statement of Accounts for the financial year ended 31st March 2024 for presentation to the parish council
- iv) To receive the final Audit report for 2023/24 and note any action points
- v) To give consideration to fees chargeable for hire of the Sports Pavilion for external events

6.0424 Governance & compliance

- i) To receive and approve the Risk Assessment and Management Schedule for 2024/2025
- ii) To review the NALC model Financial Regulations revised by NALC for adoption
- iii) To review the process for Public Participation questions and their publication.

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