

Finance Committee Meeting “Virtual” to be held Monday 22nd June 2020 commencing at 7.00pm. This virtual meeting is due to COVID -19 to ensure council functionality.

AGENDA

Please note that photographing, recording, broadcasting or transmitting the proceedings of this meeting is permitted in compliance with the Openness of Local Government Bodies Regulations 2014. Those who attend should expect that they may be filmed, recorded, photographed or otherwise reported about. In preparation for the meeting please contact by email Councillor Sheridan Tranter (s.l.tranter.hpc@gmail.com) to confirm you wish to join the meeting and he will provide you with the relevant details, or telephone number him on 07813 623458.

1. Apologies.
To receive apologies and to approve reasons for absence.
2. Declarations of Interest.
Councillors are reminded:-
 - a) Of the need to update their register of Interests form.
 - b) To declare any Disclosable Pecuniary Interests (DPI) in agenda items and their nature.
 - c) To declare any Other Disclosable Interests (ODI) in items on the agenda and their nature.Councillors, who have declared a DPI or an ODI which falls within the terms of paragraphs 9 and 11 of the Code of Conduct, must leave the “virtual” meeting room for the relevant items unless granted a dispensation.
3. Dispensations.
To consider any written requests from Parish Councillors. Written requests for the Council to grant a dispensation (as required via Localism Act 2011 s33) are to be emailed and not handed to the Clerk at start of the meeting.
4. Allotments, a) Cllr C Atkinson -.possible water supply b) Savills update from Cllr L Cleaver. c) Allotment insurance discussion. d) Repairs to the tracks side of allotments, possible cost.
5. Application for a Grant, Hartlebury PCC.
6. Review Budget 2020/21. a) Does the Committee wish to consider any amendments.
7. Bank Reconciliation.
8. Financial Regulations, to review section 4 Budgetary Control & Authority to Spend.
9. To consider payments for approval: - Top cut invoice May cutting 8152 £438.00 & R Mullett invoice to follow, CPRE membership £36.00- any other late invoices to be considered.
10. Grass Cutting Contract, update by Cllr L Cleaver a) Spend b) Insurances
11. Community Project: - To receive an update from Cllr A Buck To also consider possible spend:- Car Park pot holes, Rospa Report Play Area, Football pitches waterlogged.
12. Community Project – Ongoing/unresolved issues. List as last circulated.
13. Signage – Play Area, MUGA, Tennis Courts, do we need to consider changes to signs.
14. Offer of help, service to clear weeds & generally tidy up the hall garden surrounds.
15. Internal Auditor – update from Cllr L Cleaver two options.
16. External Auditor- to consider asking for an extension as no handover period.
17. Chadwick Bank, land to be valued when estate agents back
18. Parish Lengthsman- Update by Cllr L Cleaver a) 27th May Zoom Meet request, b) Resignation of current Lengthsman. c) Contract for new Lengthsman, hourly rate and mileage rate. d) Training e) Advertising. f) Grant allowance. g) Storage of tools/keys. h) Equipment on Assets Register valued £833.00 i) WCC Lengthsman contract 2020-2021 as circulated.
19. Cheque signatories review :- HSBC, Scottish Widows, L Tennis Club (last statement 2017)
20. Zurich Insurance – urgent payment made 2nd June, review policy as circulated and terms.
21. To consider 1 ream paper and ink cartridges for the Clerk, options/VFM
22. Items for future agendas.
23. Date of next meeting.