

Barnt Green Parish Council

To members of Barnt Green Parish Council's Resources Committee

You are duly summoned to attend the meeting of Barnt Green Parish Council Resources Committee to be held on Wednesday 9 July 2014 at 7.00pm at the Parish Council office, 80 Hewell Road, Barnt Green, B45 8NF.

Agenda	
1/14	Election of Chairman To elect the Committee Chair.
2/14	Apologies To receive apologies and to approve the reason for absence.
3/14	Declarations of Interest a) Register of Interests: Councillors are reminded of the need to update their register of interests. b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature. c) To declare any Other Disclosable Interests in items on the agenda and their nature. d) Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk as soon as possible before the meeting, or failing that, at the start of the meeting for which the dispensation is required. Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence.
4/14	Minutes To consider adoption of the minutes of the Resources Committee meeting held on Wednesday 19 March 2014.
	The meeting will be adjourned for Public Question Time The time allocated is at the discretion of the chairman. Residents are invited to give their views and question the parish council on issues on this agenda, or raise issues for future consideration at the discretion of the chairman. Members of the public may not take part in the parish council meeting itself. This period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire.
5/14	Resources
5/14a	To consider the reports of the internal and external auditor for the financial year ending 31 March 2014 (Enclosures A and B).
5/14b	To consider appointing the internal auditor for the financial year ending 31 March 2015.

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5/14c	To receive a report on the financial checks undertaken for the quarter ending 30 June 2014.
5/14d	To consider the payments and receipts report for the quarter ending 30 June 2014 (Enclosure C).
5/14e	To receive a report on the Financial Training course attended by Cllr Briggs and the Executive Officer and to consider the issues arising.
5/14f	To consider Parish Councillor Allowances for 2014/15 (Enclosure D).
5/14g	To consider what action is required in advance of a decision regarding the further lease of the parish council office.
6/14	Communication and events
6/14a	To note that the draft communications risk assessment report is near completion and that it will be distributed for comment prior to consideration at the next meeting.
6/14b	To consider how councillors might become more active in the generation of copy for the website.
7/14	Safety
7/14a	To receive a report from Cllr Gumbley on any issues arising from the safety reports received since the last meeting.
8/14	Staffing matters
8/14a	To refer to <i>The essential guide to automatic enrolment</i> (Enclosure E) and to note that all employers have a duty to make preparations for the enrolment of staff into a pension scheme and to make contributions.
9/14	Councillors' reports and items for future agendas Councillors may use this opportunity to: (i) report on meetings attended; (ii) to arrange meetings and to agree the attendance of councillors at forthcoming meetings; (iii) report minor matters of information not included elsewhere on the agenda; (iv) raise items for future agendas.
10/14	Date and venue of next meeting Wednesday 8 October 2014 at 7.00pm in the Parish Council office is proposed.

Dated 2 July 2014

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Paul MacLachlan, Executive Officer
80 Hewell Road, Barnt Green, B45 8NF
0121 447 9893 exec@barntgreen.org.uk