

Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT A **MEETING OF THE FINANCE & GENERAL PURPOSES COMMITTEE OF PONTESBURY PARISH COUNCIL** WILL TAKE PLACE ON **THURSDAY 9th SEPTEMBER 2021 AT PAVILION, HALL BANK AT 7PM**. A COVID RISK ASSESSMENT IS IN PLACE.

AGENDA

- 1. ELECTION OF CHAIR**
- 2. APOLOGIES FOR ABSENCE**
- 3. DECLARATIONS OF INTEREST AND DISPENSATIONS**
- 4. MINUTES OF COUNCIL** - To approve the Minutes of the Finance & General Purposes Committee Meeting held on 9 December 2020
- 5. AMENDED DIRECT DEBIT LIST** – to approve amended direct debit list
- 6. REVIEW INTERNET BANKING MANDATE** – to review Internet Banking and signatories and recommend approval of mandate and associated amendments to Electronic banking policy, to full council at September meeting
- 7. SCHEME OF DELEGATION OF DECISIONS AND PAYMENTS BETWEEN MEETINGS** – to continue resolution made in March 2020 to delegate decision making and payments between meetings to Cllrs Hignett, Evans, Fletcher and Clerk until May 2022 meeting when it will be reviewed. Payments will be subject to limits discussed under Agenda Item 8. below
- 8. CHANGES TO FINANCIAL REGULATIONS** – to consider changes to the Financial Regulations and make recommendation to full council at September meeting
- 9. SECTION 137 PAYMENTS** – to note Section 137 limit for 2021-22
- 10. INTERNAL AUDIT RECOMMENDATIONS:** to consider recommendations and action to be taken
- 11. FIXED ASSET REGISTER** – to recommend for adoption at full council meeting on 13th September 2021, updated asset register
- 12. RISK ASSESSMENT (ORGANISATIONAL AND FINANCIAL) AND BUSINESS CONTINUITY PLAN** – for annual review and recommendation for approval at full council meeting on 13th September 2021. To consider Emergency Plan for parish.
- 13. INSURANCE RENEWAL OF 3 YEAR CONTRACT** - to delegate authority to working group to consider quotes and recommend company for approval at 13 September full council meeting
- 14. SCRIBE BOOKING SOFTWARE** – to consider quote for bookings software for Pavilion and make recommendation to full council for September 2021 meeting
- 15. EARMARKED RESERVES FOR 2021-22** – to consider reserves paper and make recommendation to full council for September 2021 meeting
- 16. DATE OF NEXT MEETING**

DMarais

Clerk to the council 03/09/2021