

AGENDA

To all Members of
HERSTMONCEUX PARISH COUNCIL
FINANCE & GENERAL PURPOSES (FGP) COMMITTEE
You are hereby summoned to the next FGP committee meeting on:
Tuesday 12th January 2021, 7.30 p.m. via zoom

MEETINGS OF THE COUNCIL ARE OPEN TO THE PUBLIC

The access details to this REMOTE MEETING are:

<https://us02web.zoom.us/j/88613438125>

Meeting ID: 886 1343 8125

Meeting called by: C J Harrison - Clerk to the Council

Signed: CJ Harrison

Date: 7th January 2021

Committee Members: Cllr Angear, Cllr Goodsell, Cllr Kenward, Cllr Porter and Cllr Stewart.

Agenda Items

1. **TO RECEIVE APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF MEMBERS' INTERESTS**
3. **DISPENSATION REQUESTS**
4. **PUBLIC QUESTIONS OR COMMENTS RELATING TO ITEMS ON THIS AGENDA**
This item shall last not more than 15 minutes or at Chairman's discretion and no contribution shall last more than 3 minutes.
5. **PERSONNEL** – To receive any report(s) from the Personnel Committee for noting or action
A resolution will be made to exclude press and members of the public in the event of making any staffing decisions being made in accordance with the Public Bodies (Admissions t Meetings) Act 1960
 - i. Recommend approval of Clerks additional hours for the month of December
 - ii. Recommend approval of Review of Clerks Hours
 - iii. Recommend approval of Recommendations within Clerk/RFO job evaluation report
 - iv. Approve any further Personnel Recommendations regarding NEST pensions
6. **FINANCE MATTERS**
 - i. Payments and Receipts for approval January 2021
 - ii. Bank Reconciliation(s)
 - iii. Barclaycard Reconciliation
 - iv. Bank Summary
 - v. Q3 End Full Cost Centre report
 - vi. Grant application(s) – Cuckmere Buses
 - vii. Note outstanding grant payment to Friends of the Conquest Hospital as per minute FCL_2020.08.07ii
 - viii. To consider any other grant applications after this agenda has been published.
 - ix. Quotations for work on behalf of Herstmonceux Parish Council:

- x Any other financial matters which cannot be held over until the next meeting

- 7. **TO APPROVE AND ACCEPT THE BUDGET FOR 2020-2021 AND TO SET THE PRECEPT FOR SUBMISSION TO WEALDEN DISTRICT COUNCIL**
 - i. Presentation and consideration of circulated Final Budget 2021-2022
 - ii. Agree precept request submission and Clerks submission of the return form before deadline of 15th January 2021

- 8. **FINANCE OFFICER REPORT AND RECOMMENDATIONS FOR DECISION**
 - i. Agree Herstmonceux Parish Council submission of Grant Application of Covid Winter Support Fund - Sussex Community Foundation for the awarding of local COVID grants as per the criteria of the fund
 - ii. Agree COVID Grant Support Policy for distribution of any awarded Sussex Community Foundation grant awards to the Parish Council

- 9. **ONGOING AUDIT MONITORING**
 - i. Asset Register updating progression report
 - ii. Approve updated Risk Management Document

- 10. **CORRESPONDENCE RECEIVED & AFTER THIS AGENDA HAS BEEN PUBLISHED**

- 11. **ITEMS FOR REFERRAL TO NEXT AGENDA**

- 12. **URGENT ITEMS THAT CANNOT BE HELD OVER TO THE NEXT MEETING AT THE CHAIRMAN'S DISCRETION**

- 13. **CLOSE OF THE MEETING**